

Frequently Asked Questions

All Students

Please note all documents should be scanned electronically and submitted online as a part of the application process. If students do not have scanning capabilities, documents may be mailed to The Foundation; however, scanned electronic document submission is strongly encouraged. A student's application IS NOT complete unless all documents are attached and the application is submitted before March 31. Students whose online applications are incomplete in any way after March 31 will NOT be eligible for a scholarship.

NOTE: The Foundation will communicate with applicants primarily through email. It is the applicant's responsibility to check their email regularly (including spam folder) for reminders, application questions, application rejections, application acceptances, and final award results. Failure to check email may result in loss of a potential award.

Q. Do all the items have to be submitted online or post marked by March 31?

A. Yes, ALL items must be submitted online or post marked by March 31 or they will not be accepted. A student's application cannot be fully completed online until all items are submitted. Scanned electronic document submission is strongly encouraged.

Q. Can students submit the needed items in pieces?

A. Yes, as long as all of them are submitted online or post marked by March 31. Scanned electronic document submission is strongly encouraged.

Q. My father is the pastor of my church. Is he permitted to write the letter to meet the pastor letter requirement?

A. Yes, he can write it.

Q. What is the mailing address for The Baptist Foundation of Alabama?

A. The Baptist Foundation of Alabama
P.O. Box 241227
Montgomery, AL 36124-1227

Q. Who is the officer and administrative assistant over the scholarship program at The Foundation?

A. Chief Administrative Officer John Ashworth (334) 394-2023 and his assistant Stephanie Coston (334) 394-2000.

Q. How do I know if my submitted application has been received and deemed complete?

A. Applicants that complete their application will receive an email that their application is complete and approved to be considered for an award. If an applicant is uncertain that the application is approved, please contact Stephanie Coston at (334) 394-2000.

Q. How will I find out if I was awarded a scholarship?

A. Applicants that complete their applications will receive a letter or email stating whether they did or did not receive a scholarship. Applicants that do not get all their documents in with their application by March 31 will receive a letter or email stating that they are not eligible for a scholarship. Typically, letters are mailed (or emails are sent) by the first week in July.

Q. I was notified I received a scholarship, but my school has not received the check. Why?

A. Did you change schools AFTER you submitted your scholarship application? It is possible the check went to the school on your application.

Failure to notify The Foundation that you changed schools after submitting your application may result in loss of an awarded scholarship. Scholarships are awarded based upon certain criteria. For example, the scholarship you were awarded may have only been available for a certain school. Changing to a different school would no longer meet the scholarship requirements. As soon as you make a change in schools, The Foundation must be notified.

New Students

Q. What is a lay member letter?

A. A lay member letter is a recommendation letter from a member of your church.

Q. What is a pastor letter?

A. A pastor letter is a recommendation letter from a minister on staff at your church that also verifies your membership in the church.

Q. Do my current grades need to be submitted via an official transcript from the school?

A. For new students only: Yes, your grades MUST BE submitted via an official transcript. Make sure the transcript is current and your name is on it. Please include ALL pages of the transcript.

Previous Students

Q. Do all previous students need to fill out an application?

A. Yes. Scholarships are not renewable – you must reapply each year to be eligible.

Q. Do my current grades need to be submitted via an official transcript from the school?

A. For previous students only: No, the grades can be submitted via an unofficial transcript but please make sure your name and school is on them and they are current. Please include ALL pages of the transcript.