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## Francis Cardinal George OMI STL Scholarship INSTRUCTIONS FOR COMPLETING A FUNDING REQUEST

To request funding for a Francis Cardinal George OMI STL Scholarship please follow our simple, two-stage process. For questions, please contact Grace Leon, [gleon@catholicextension.org](mailto:gleon@catholicextension.org) / 312-795-5127.

### **Stage 1:**

The Diocesan Bishop submits a **Letter of Interest by Tuesday, April 21<sup>st</sup>**. Please send the original letter or copy of the letter to Grace Leon by email ([gleon@catholicextension.org](mailto:gleon@catholicextension.org)) or mail to:

Catholic Extension  
Attn: Grace Leon  
150 S. Wacker, Suite 2000  
Chicago, IL 60606

All letters should include the following information:

- Number of scholarships your diocese anticipates requesting for Fall 2020
- Name and contact information of diocesan Vocations Director

*If the seminarians have been identified, then the following information also should be included\*:*

- Names of seminarian candidates
- Confirm that seminarian candidates would be entering their first year of Theology in Fall 2020
- Attestation of the seminarian's ability to pursue the S.T.L.

*(\*Note: If the diocese is not able to provide Catholic Extension with the names of the seminarians at this point, then they must do so prior to moving on)*

**After Catholic Extension has reviewed and discussed your candidate(s), we will notify your diocese regarding the number of scholarships we are able to offer for 2020 and whether to proceed with the application process at Mundelein Seminary. Please remember: Catholic Extension's funding commitment is contingent on Mundelein Seminary's assessment that the seminarian has the academic capacity to pursue the STL degree.**

### **Stage 2:**

Once Mundelein Seminary has assessed the seminarian and has confirmed that they have the capacity and commitment to pursue the STL, you will be asked to:

- Notify Grace Leon at Catholic Extension
- Complete an **Online Funding Request Form** on behalf of the seminarian (at that time, the link to the form will be sent to you by Catholic Extension) with required attachments.

Catholic Extension will then take the following action:

- Review your funding request and approve a five-year funding commitment, with the understanding that there will be annual reviews to confirm seminarian remains on track to pursue the STL. Please refer to the attached partnership agreement for details and clarification.
- Make the first grant payment to the diocese in the Fall of 2020.