



Supporting Documentation Instruction

(Rev: 10-22)

STEP I: Eligibility Application – Deadline 11:59 PM EST on March 1st

To be considered complete, the following information is **required**:

○ Proof of Applicant’s Relationship to Sponsor:

Submit ONE of the following

a. **applicant’s** military ID card (front and back)

or

b. a copy of **applicant’s** birth certificate

or

c. front page of 2021 or 2022 IRS Form 1040 listing applicant as a dependent (redact all but last 4 of SSNs)

○ Supporting Documentation for listed Qualifying Commands:

Scan all documents into one PDF file to upload into the online application. All submitted files (uploaded or emailed) should include the applicants name in the file name, i.e. JDoeEligDocs.pdf Redact all but last 4 of SSNs.

<p><u>Officer</u> (Active Duty, Retired, or Honorably Discharged)</p> <p>a. proof of Surface Warfare Officer qualification- copy/copies of SWO certificate or Officer Data Card</p> <p>b. copy of sponsor’s Officer Data Card and/or detaching FITREP from each qualifying command NOTE: A detaching FITREP must be supplied for each command that does not appear on the Officer Data Card</p> <p>c. DD-214 Member Copy 4 – Only for Retired or Honorably Discharged</p>	<p><u>Enlisted</u> (Active Duty, Retired, or Honorably Discharged)</p> <p>a. proof of Enlisted Surface Warfare Specialty qualification- copy/copies of ESWS certificate or NAVPERS 1070 (p.13) Administrative Remarks</p> <p>b. copy of sponsor’s Administrative Data and Career History pages of sponsor’s Electronic Training Jacket or detaching Evaluation from each qualifying command NOTE: A detaching Evaluation must be supplied for each command that does not appear on the Administrative Data or Career History pages of the Electronic Training Jacket.</p> <p>c. DD-214 Member Copy 4 – Only for Retired or Honorably Discharged</p>
<p><u>Deceased</u> (Officer or Enlisted)</p> <p>a. Anchor Scholarships: The dependent child or spouse of any <u>Surface Warfare qualified</u> member of the U.S. Navy (Officer or Enlisted) who died while serving on active duty will qualify, regardless of the length of service of the deceased parent/spouse. Please submit proof of Surface Qualification (SWO or ESWS) and copy of the sponsor’s Report of Casualty (DD Form 1300).</p> <p>b. Ship’s Company Scholarship: The dependent child or spouse of any U.S. Navy sailor (Officer or Enlisted) and a member of a qualifying Ship’s company, who died while serving on active duty must show sponsor’s assignment to those commands that qualify, as well as the sponsor’s Report of Casualty (DD Form 1300).</p>	

Please note: In some cases, additional documentation may be required.