



Riley Fire Frequently Asked Questions

1. What is the application deadline date?

Applications are available each year through MD CAPS starting in January. The FAFSA must be completed **by March 1**. The application **and all supporting documents must be received by our office (not postdated) by April 15** to be considered 'on-time.'

2. How are awards determined?

Eligible applicants who are renewals will be given priority over initial applicants. Within these groups, applicants will be ranked and awarded according to the submission date of their completed online application form.

3. Can I fax my application to Maryland Higher Education Commission?

No. Faxed copies of the application and supporting documents will not be accepted. Originals are required for most of the supporting documents.

4. How do I apply for the Riley Fire scholarship?

You must apply online in our MD CAPS system at <https://mdcaps.mhec.state.md.us>. You will be required to create a user id and password before you can log in to the system. You will then be sent an email with an activation link. You **MUST** activate your account prior to your first login. You will then be able to apply online for programs, as well as check the status of your application. You must also submit all required documentation by March 1st.

5. What is the awarding process?

If you are awarded, you will be notified by email in early May with an award offer. You must login to the MD CAPS system to accept your award within three (3) weeks of the date of notification. You must also submit the online promissory note and service obligation agreement.

6. I have filed my application. How do I find out the status?

You can access that information on the MD CAPS system at: <https://mdcaps.mhec.state.md.us>

7. How will the scholarship funds be paid to my institution?

At the beginning of each semester, your institution will be asked to certify that you meet the requirements of the award. When the institution completes the certification and returns it to OSFA, your award will be processed for payment. Payment to the institution will be made approximately four weeks after the institution completes the certification. Contact your institution's financial aid office if you have questions about the payment status of your award.

8. If I filed my application on time and I meet all the requirements, can I assume I will receive an award?

No. **All awards are subject to the availability of funding.** You should seek financial aid from all sources - state, federal, private and public institutions - as well as local clubs and organizations within your community. There is a limited amount of funding for each scholarship program. It is not wise to assume you will receive an award.