FOR ALL
Open Doors Scholarship Renewal Page

YMCA OF GREATER SAN ANTONIO
**Scholarship Type**

- Membership: __________%  
- Program: __________%  
- After School/Day Camp: __________%  
- Early Learning: __________%

**Income Verification**

- Weekly  
- Bi-Weekly  
- Twice a Month  
- Monthly

- Pay Date: __________  
- Gross Pay: __________

- Pay Date: __________  
- Gross Pay: __________

- Pay Date: __________  
- Gross Pay: __________

- Pay Date: __________  
- Gross Pay: __________

- IRS Tax Return: ____________________________

- Other Income: ____________________________

- Total Annual Income: ____________________________

**How to calculate:**

- **Tax Return:** The correct line item to use for the scholarship is the one titled “This is your total income.”
- **Monthly payment:** Gross Amount x 12 = Gross Annual Amount
- **Semi-monthly payment (e.g. 1st and 15th):**
  - Add Gross Amount from two consecutive semi-monthly pay stubs.
  - Multiply total x 12 to get Gross Annual Amount.
- **Bi-weekly payment:**
  - Add Gross Amount from two consecutive bi-weekly pay stubs.
  - Multiply total x 13 to get Gross Annual Amount.
- **Weekly payment:**
  - Add Gross Amount from four consecutive weekly pay stubs.
  - Multiply total x 13 to get Gross Annual Amount.

**Verified by ____ (1st staff initials)**

**Verified by ____ (2nd staff initials)**

* If scholarship discount is different from standard discount amounts, please indicate in notes below.

**Notes:**

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