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# Submission Instructions

Submit application before **April 1**.

Please note the pop-up window that appears after you click Submit.

1. The pop-up window will ask you to select your e-mail client.
2. If you use Microsoft Outlook Express, Microsoft Outlook, Eudora or Mail, click "OK" in the pop-up window. The form will be e-mailed to us.
3. If you use any other client, such as Yahoo or Hotmail, choose "Internet Email," then click "OK."
  - The computer will save the form to your hard drive.
  - Open your e-mail account.
  - Attach the form to a message and e-mail it to [FinancialAid@lccc.wy.edu](mailto:FinancialAid@lccc.wy.edu).
4. Please contact Financial Aid at 307.778.1156 to make sure the form was received successfully.

**SUBMIT**

OR

**PRINT**

and mail to: Laramie County Community College  
Scholarship & Financial Aid Office  
1400 E. College Drive  
Cheyenne, WY 82007