

# Scarlett Family Foundation 2012-13 College Scholarship

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### **When is the deadline?**

The deadline to apply is **December 15, 2011 – without exception.**

### **Who is eligible to apply?**

Scarlett Family Foundation Scholarships are open to high school seniors and college freshmen, sophomores, and juniors who will graduate or have graduated from high school in one of the following Middle Tennessee counties:

Bedford	Dekalb	Humphreys	Maury	Rutherford	Wayne
Cannon	Dickson	Jackson	Montgomery	Smith	White
Cheatham	Fentress	Lawrence	Moore	Stewart	Williamson
Clay	Franklin	Lewis	Perry	Sumner	Wilson
Coffee	Giles	Lincoln	Pickett	Trousdale	
Cumberland	Hickman	Macon	Putnam	Van Buren	
Davidson	Houston	Marshall	Robertson	Warren	

Also eligible are individuals who have obtained a GED in the previously named counties prior to June 1, 2012.

### **Applicants must demonstrate financial need to be considered for a scholarship award.**

The qualified applicant is pursuing a business degree and has demonstrated entrepreneurial interests or leadership as evidenced by any of the following:

- starting your own business;
- participation in one or more business-related organizations like DECA, FBLA, Junior Achievement and The National Foundation for Teaching Entrepreneurship; or
- through other business related initiatives and endeavors or work experience you have offered as community service.

A minimum GPA is not required, though the Foundation prefers applicants with a 2.5 GPA or higher. Students must be planning to enroll full-time in the fall of 2012 and complete a four-year degree.

### **What are the selection criteria?**

An independent selection committee of the Foundation will evaluate the applications and select the winners.

The committee will consider:

- Financial need
- Academic achievements and records

- Essay content
- Community involvement and extracurricular activities
- Involvement in entrepreneurial activities as described in the eligibility requirements

### **What are the details of the award?**

Each year, the Scarlett Family Foundation will award scholarships in varying amounts based on financial need, and is directly tied to the cost of the college/university the student attends.

The minimum scholarship amount will be \$2,500 per academic year; the maximum award is \$15,000 per academic year.

Scholarships are renewable awards for up to four years or until the recipient completes an undergraduate degree, whichever comes first. The renewal of the scholarship will depend on an annual review of the following:

- recipient's full-time status,
- continued demonstration of financial need,
- cost of the college/university where the student is enrolled, and
- positive academic performance as evidenced by the student's transcript.

The scholarship will be applied to tuition, fees, books, supplies, and equipment required for course load at accredited, nonprofit four-year colleges/universities in the United States. A student may transfer from one institution to another and retain the award, however, the award amount is subject to change based on the cost of the institution to which the student is transferring.

### **I have several potential school choices. Which one should I list on the application?**

- You should list the first choice on the application. The amount of the award is determined, in part, based on the cost of your "first choice" college/university.
- If you are chosen to receive an award, it will be your responsibility to make certain ISTS is aware of your final school choice so that your check can be issued accordingly – again, changing schools may affect your award amount.

### **How and when will I receive notification?**

Notifications will be sent by mid March 2012.

- Winner notifications will be sent by email, then by phone if no response is received using the information provided by the applicant.
- Non-winner notifications will be sent by e-mail.
- Add [info@applyists.com](mailto:info@applyists.com) to your email address book or "safe senders list" so these important emails are not sent to your junk mail folder.
- Do not "opt out" of emails from [info@applyists.com](mailto:info@applyists.com) as they may contain vital information.

Note: Your email address will only be used to communicate with you about your scholarship applications or other opportunities administered by ISTS for which you may be eligible to apply. We will not provide your email address to any third parties. Decisions of the committee are final, not subject to appeal and no application feedback will be given.

### **What are my responsibilities if I am chosen as a recipient?**

- You must enroll as an undergraduate in the fall of the year in which the scholarship is awarded.
- You must continue in school the entire academic year without interruption unless approved by the Foundation.
- You must deliver your scholarship check(s) to the proper office at your institution.

### **What are grounds for a scholarship recipient to lose the award?**

The following actions will result in loss of award – without exception. Awards will not be renewed for any students who:

- change to a non-business major.
- transfer to a 2-year college, or any for-profit college or university.
- are not enrolled full-time.

The scholarship committee reserves the right to review exceptions on a case-by-case basis as follows:

- Any student on academic probation will lose the award for the next 2 semesters. Once the student is removed from academic probation, he/she must provide a written request to the Foundation to have the award reinstated. This does not guarantee the award will be reinstated, and the committee decision is final and without further appeal.
- Any student who “takes a semester off” or is removed from school and placed on non-academic probation, without prior communication to the Foundation, will lose the scholarship and will not be eligible for reinstatement. In all cases, prior written notification to the Foundation stating the reason for not attending a spring or fall semester is required. The scholarship committee will review the request and decide if the student is eligible to have the award reinstated. The decision of the committee is final and without further appeal.

#### **How and when are checks issued?**

- Checks will be mailed to each recipient’s mailing address
- Checks will be made payable to the institution only.
- Checks will be issued in August for the Fall Term and December for the Spring Term.
- It is the recipient’s responsibility to notify ISTS should the check not arrive within 30 days of the issue date.

#### **Where and when should I send my supporting documents?**

Upload your required documents online. If you are unable to upload them, mail your supporting documents following the instructions printed from your online application. If you do not follow the instructions exactly, your application may not be considered. Your submission must be complete by **December 15, 2011 - without exception.**

#### **Are scholarships taxable?**

Tax laws vary by country. In the United States, scholarship funds used exclusively for the payment of tuition or textbooks are normally not taxable. The scholarship recipient is responsible for taxes, if any, that may be assessed against your scholarship award. We recommend consulting your tax advisor for more guidance.

#### **Program Administration**

To assure complete impartiality in selection of winners and to maintain a high level of professionalism, the program is administered by International Scholarship and Tuition Services, Inc., a firm that specializes in managing sponsored scholarship programs.

#### **Questions**

For additional questions regarding the scholarship, please email [info@applyists.com](mailto:info@applyists.com) and place Scarlett Family Foundation Scholarship in the subject line.

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