

WE WILL ACCEPT RENEWAL APPLICATIONS BEGINNING APRIL 15, 2018

How do I know if my scholarship is renewable?

When you were awarded the scholarship, you were given a packet from a Community Foundation of Henderson County (CFHC) representative containing a detailed letter. Please refer to your letter to find whether or not the scholarship may be renewed and for how long.

You will receive a notification alert in mid-April via the email you provided to us as well.

What do I need to renew my scholarship?

We require that all scholarship recipients who are eligible for renewal complete an online renewal application. You are required to upload your spring grades and fall schedule as well as provide any updated contact information. Click on the RENEW link provided on the scholarship page.

If I plan to study abroad or to intern, are there special instructions for renewal?

Yes. You will need to call the CFHC office and speak with a scholarship representative.

You will need to verify that your study abroad semester or internship will count as full-time status.

If I change schools, does that affect my scholarship renewal?

Yes, if your scholarship requires you to attend a particular school or school system.

Yes, if your scholarship is field specific and you change your field of study.

No, if your scholarship has no limitations.

AND, you are required to submit new contact information to Community Foundation in order to route your payment and receive alerts from us.

- Update your mailing address
- Update your email address
- Submit your new school information and financial aid office contact information
- Verify your field of study and class enrollment

What is the open and close date for submitting renewal application?

Renewal Applications open April 15, 2018 and close May 30, 2018.

As the scholarship recipient, it is *your* responsibility to make sure these items are received by the Community Foundation as soon as possible beginning April 15, 2018.

- **Before a renewal is approved and 2018 payment is made, the Community Foundation must receive a copy of your 2018 Spring Grades and 2018 Fall Schedule.**

If any of the above required submission information uploaded from the Internet or an online student portal, the submission **must** show your name and Student ID number. **Creating a PDF of your transcript and schedule is best for submission.**

You are responsible for determining your school's tuition payment deadline and ensuring all materials are submitted to the Community Foundation **at least two weeks prior** to the deadline. The sooner all required documents are received, the sooner the scholarship check will be mailed to your school.

Scholarship awards may be withdrawn if (a) you do not study the stated major as required by your scholarship(s), (b) your award is not claimed within a reasonable time (30 days after a semester or term begins), (c) it becomes evident you no longer meet the qualifications of a scholarship recipient, (d) you are not maintaining the minimum grade point average, or (e) if funds are no longer available.

If you have any questions, contact me at (828) 697-6224 or WHamil@CFHCforever.org.

Congratulations on completing a successful year in college. Have a wonderful new school year.

Sincerely,



Wendy B. Hamil
Scholarship Coordinator