

ELEANOR HAZELTON AND THILDA HARTWIG SCHOLARSHIPS 2019-2020

The Della Lucille Hazelton Charitable Trust is providing scholarships for deserving students. The Center for Scholarship Administration, Inc. (CSA), a non-profit, independent organization is the Facilitator of the scholarship fund.

QUESTIONS AND ANSWERS ABOUT THE PROGRAM

Q: What is the application process?

A: There are (2) parts to the application process:

1. You must set up an account and complete the online process. (Once you have done this you will get an email back confirming we received the online portion of your application and reminding you to complete step 2.)
2. You must mail in the additional required materials. (see list below)

Q: Who is eligible for the scholarship?

A: Applicants must:

- Be a member of an Arizona American Indian Tribe or a Montana American Indian Tribe.
- Reside in the State of Arizona or Montana.
- Be in good academic standing.
- Demonstrate financial need.
- Plan to attend full-time an accredited public or private, two-year or four-year college, university, technical college, vocational, trade or professional school in the United States.

Additional Desired Qualifications:

- A minimum cumulative unweighted GPA of 2.0 on a 4.0 scale.

Q: When is the deadline for submission of materials?

A: The deadline for submission of the online portion of the application is **APRIL 1, 2019**. Deadline for **receipt** of the additional required materials is 5:00 pm est. **APRIL 1, 2019**. The additional materials required must be mailed in **ONE** envelope to the **Eleanor Hazelton and Thilda Hartwig Scholarships, 4320-G Wade Hampton Boulevard, Taylors, SC 29687**. The additional materials required must be **RECEIVED no later than 5:00 pm est. APRIL 1, 2019**.

Q: What constitutes a complete application packet?

A: You must submit the following additional materials:

1. Submit the signed **SCHOLARSHIP AWARD AGREEMENT**, found in the application online.
2. Submit an **OFFICIAL TRANSCRIPT** with grades and cumulative GPA posted through the latest fall semester.
3. Submit a **PERSONAL STATEMENT/ESSAY**. Submit a one-page signed personal statement explaining why the scholarship is important to you. Include career plans, if known. Include your name and name of scholarship on the page.
4. A completed **W-8 or W-9 FORM**, as applicable. This form must be completed by the applicant.
5. A copy of your **SAR Report** (Student Aid Report). This is the report you receive after completing your FAFSA (Free Application for Federal Student Aid).

Q: What is the value of the scholarship award?

A: The number of recipients and the amount of each scholarship may vary from year to year due to fluctuations in the Fund's value and/or applicable document restrictions. Subject to the trust terms, the awards will be applied to the cost of tuition, fees, books and supplies and should not exceed these costs. Scholarship awards must be used in the year they are awarded. Recipients are required to access the Payment Form from www.csascholars.org home page. They must sign the form and submit it to their college to certify their enrollment and forward to the Scholarship Director for payment. It is the recipient's responsibility to submit a completed Payment Form and grades as specified below. A check will be issued directly to the college upon receipt of a grade report/transcript and a Payment Form.

Failure to submit the required materials will result in the permanent loss of the scholarship. Unused funds must be returned to the Eleanor Hazelton and Thilda Hartwig Scholarships.

Q: What schools can a recipient attend?

A: The recipients may attend any accredited public or private, two-year or four-year college, university, technical college, vocational, trade or professional school in the United States, in any field of study leading to a degree, diploma or certificate, provided the institution meets the criteria in the following paragraph.

Recipients must be enrolled **full-time** each semester and working towards a certificate or undergraduate degree.

An eligible educational institution is one whose primary function is the presentation of formal instruction and that normally maintains a regular faculty and curriculum and normally has a regularly enrolled body of students in attendance at the place where it carries on its educational activities.

Q: What if I am unable to attend consecutive semesters?

A: Extenuating circumstances requiring a student to sit out a semester must be explained in writing to CSA. You will be notified of the final decision. If a recipient is out for a semester, then that semester is forfeited.

Q: How are winners selected?

A: A selection committee will consider the respective ability, educational goals, financial need and career ambitions of each applicant.

Q: How will I be notified if I am chosen as a recipient?

A: Once final approval has been given by the Trustee, CSA will email award letters to the recipients with detailed information about the scholarship. Candidates not selected to receive awards will be notified by CSA via email.

Q: Is this scholarship renewable?

A: This scholarship is a four-year scholarship subject to the following terms and conditions: recipients must remain enrolled in an accredited public or private, two-year or four-year college, university, technical, vocational, trade or professional school in the United States and must remain in good academic standing in order to remain eligible to continue the scholarship. Students must remain enrolled full-time, continuously throughout the four-year scholarship. Under special circumstances, individual exceptions may be made to the full-time continuous enrollment requirement, at the discretion of the Trustee. If a scholarship is awarded for an academic year, and is not used within that year, it is forfeited, and unused money is returned to the Trust. Failure to meet the eligibility requirements will result in forfeiture of the scholarship.

Scholarship recipients will receive information from CSA each year on the procedure to verify continued eligibility for the scholarship. Recipients must submit a renewal application, transcript or grade report, and W-8 or W-9 form, in order to be considered for renewal of their scholarships each year. Scholarship amounts are not guaranteed, as renewed scholarship amounts may vary from year to year due to a variety of factors.