

July 29, 2015

Dear Scholarship Recipient,

We are pleased to enclose half of your scholarship for the 2015-2016 academic year to be used for Fall 2015 semester tuition, fees and expenses.

Please keep in mind that all students are required to maintain full-time status (that is, earn a minimum 12 credit hours per semester for a minimum of 24 credits per academic year) and a minimum cumulative grade point average (GPA) of at least 1.5 each semester and a minimum of 2.75 (*3.0 for Richardson and Jaffe Scholars*) for an academic year. Failure to comply will result in probationary status and possible forfeiture of future scholarship funding.

As a reminder, before we can release your Spring 2016 scholarship check, we must receive the following:

- 1. This signed acknowledgement within 10 days of receipt of check.**
- 2. A copy of your grades from the Fall 2015 semester.**
- 3. A copy of your schedule for the Spring 2016 semester.**

Please note that you must also correspond with your scholarship sponsor or with Scholarship Foundation directly at least once per semester to update them/us on your progress in college. If you have misplaced your sponsor's contact information, please send us a request in writing and we will supply you with that information again.

Spring 2016 checks will be available for eligible students between Monday, Dec. 28, 2015 and Jan. 29, 2016. Please mark your calendar accordingly and check our website to find out office hours for check pickup, especially around the holiday week. Any unclaimed funds will be forfeited on Feb. 2, 2016.

Please sign and return the copy of this letter **within 10 days** of receiving it and keep a copy for your files.

Best wishes for the fall semester,

Camilla B. Wainright
Executive Director

I acknowledge that I have received my disbursement for the Fall 2015 semester, and that I will use the funds as disbursed for the purposes for which they are intended. I also understand that I have read the above and I understand that future funding of my scholarship is contingent upon my providing all required documentation in time and maintaining financial eligibility for my scholarship as determined by Scholarship Foundation. Availability of multi-year, named and community-sponsored scholarships is contingent upon funding provided by the sponsor of the scholarship.

Signature _____ Date _____