

Procedures for Distribution of Hattie K. Tedrow Estate Funds for Scholarships to North Dakota High School Seniors

(application on other side)

Eligibility: The recipient must be a high school senior, a resident of the State of North Dakota, and a direct descendant (child, grandchild, etc.) of a veteran with honorable service in the U.S. military, and intends to further their education at an accredited school of higher education. Proof of acceptance to an accredited school of higher education is required at the time of application for the scholarship.

Deadline: Applications must be **postmarked by April 1, 2012.**

Limits: The maximum amount to be awarded under this section is \$2,000.

Approval Process: The Hattie K. Tedrow (HKT) Award Selection Committee will consider all applications and act accordingly. If approved, the application will be forwarded to the National Finance Division for payment processing. If disapproved, the individual will receive a letter with an explanation for the disapproval. The individual may resubmit the application.

Payment: The National Finance Division will, upon receipt of an approved application and in a timely manner, prepare a two-party check payable to the applicant and the college or university to which the applicant has been accepted. Partial payments may be requested and made; the full amount of the scholarship awarded must be used in the first two full school years. Any amounts remaining unpaid after the first two full school years will be forfeited and returned to the principal of the Hattie K. Tedrow Estate Fund. Checks written will identify the amount paid as "a memorial to Hattie K. Tedrow" and forwarded to the applicant for endorsement and delivery to the school at the time of registration.

Administrative Responsibilities: The National Finance Division shall disburse, record, and track all expenditures made from the Hattie K. Tedrow Estate fund for the benefit of scholarship recipients under this section. The National Americanism and Children & Youth Division shall assist with notification of approval/disapproval and the distribution of such awards as appropriate. Upon request, the National Finance Division will advise the HKT Award Selection Committee of the current status of the available funds, all expenditures, committed monies, and amounts available for distribution.

Scholarship Guidelines: 1) Applicant must be a legal resident of North Dakota and a high school senior; 2) Application must be made during the student's senior year in high school; 3) If student is home schooled, the home school must be accredited and proof of grade level provided; 4) The scholarship funds may only be used to defray necessary costs of student's education (i.e. tuition, room & board, books and supplies, fees and equipment required for course of study); 5) The scholarship may be used for undergraduate study at a college, university, trade school or technical school; 6) The student will have two years from the date of graduation from high school to use the award; 7) The may request all or a portion of his/her award at any time; 8) The student may make only one request for funds per semester or quarter; 9) Upon proof of enrollment in a school of higher education and receiving a "request for funds" a scholarship check will be issued to the student and the school; 10) Scholarship selection criteria will be based on high school academic performance and a written essay; 11) The essay must be an original work of the student, type-written and not to exceed 500 words; 12) If the student withdraws from school any scholarship monies remaining will be forfeited; and 13) any unused scholarship monies or monies returned by an institution of higher education will be returned to the scholarship fund.

11/15/2011

