

**NORRIS E. DODD SCHOLARSHIP
2019-2020**

The Norris E. Dodd Foundation is providing scholarships for deserving students. The Center for Scholarship Administration, Inc. (CSA), a non-profit, independent organization is the facilitator of the program.

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. (One 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 worthy graduates of a high school within Baker County, Oregon.
- Demonstrate financial need.
- Be planning to attend full-time an accredited, public or private, college, university, technical, trade or professional school located in the state of Oregon.

Additional Desired Qualifications:

- Preference to students attending Oregon State University.
- Preference to students who have displayed a strong moral character and a firmness of intention to complete his or her education.
- Preference to students who have clearly evidenced absolute honesty and ability to use time productively both inside and outside of school.

Q: When is the deadline for submission of materials?

A: The deadline for submission of the online portion of the application is **APRIL 30, 2019**. Deadline for **receipt** of the additional required materials is 5:00 pm est. **APRIL 30, 2019**. The additional materials required must be mailed in **ONE** envelope to the **Norris E. Dodd Scholarship, 4320-G Wade Hampton Boulevard, Taylors, SC 29687**. The additional materials required must be **RECEIVED** no later than **5:00 pm est. APRIL 30, 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 the applicant. Include college and career plans, if known. Include applicant name and name of scholarship on the page.
4. Submit a **LIST OF YOUR ACADEMIC HONORS, LEADERSHIP SKILLS, AND COMMUNITY SERVICE**, etc.
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).
6. Submit a **W8 OR W9 FORM**. This must be completed by the applicant.

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 Norris E. Dodd Scholarship.

Q: What college may I attend?

A: The recipients may attend any accredited public and private college, university, technical, trade or professional school, located in the state of Oregon, 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, undergraduate, graduate, post-graduate degree etc.

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 for one year only; however, current recipients may reapply and be considered for additional funding along with other new applicants. Scholarship recipients must be enrolled full-time. Scholarship recipients are limited to four total years of scholarship award and are expected to have been enrolled consecutive years during that time. Under special circumstances, individual exceptions may be made to the full-time enrollment requirement, or the four-consecutive year limitation, at the discretion of the Trustee. Note that scholarship recipients are not guaranteed a scholarship, and scholarship amounts are not guaranteed. Students eligible to reapply for a scholarship will receive application information from CSA.