



# Rotary Club of St. Paul Second Century Scholarship Program

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## THE PROGRAM

The Saint Paul Rotary Foundation has established a scholarship program to assist Camp RYLA (Rotary Youth Leadership Awards) participants from high schools in Saint Paul, MN, who plan to continue their education in college or vocational school programs. A renewable scholarship is offered for full-time study at an accredited institution of the student's choice.

This scholarship program is administered by Scholarship America<sup>®</sup>. Scholarship America is the nation's largest designer and manager of scholarship and tuition reimbursement programs for corporations, foundations, associations and individuals. Awards are granted without regard to race, color, creed, religion, sexual orientation, age, gender, disability or national origin.

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## ELIGIBILITY

Applicants must meet all of the following criteria:

- Be a current senior at a high school in Saint Paul, Minnesota (2017-18).
- Participated in Camp RYLA (Rotary Youth Leadership Awards) as a high school sophomore, junior, or senior during the month of April.
- Plan to enroll in full-time undergraduate study at an accredited two-year or four-year college, university or vocational-technical school for the entire academic year 2018-19.
- Have a minimum grade point average of 3.0 on a 4.0 scale (or its equivalent).

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## AWARDS

If selected as the recipient, the student will receive a \$5,000 award. The award may be renewed for up to three additional years or until a bachelor's degree is earned, whichever occurs first. Renewal is contingent upon satisfactory academic performance in a full-time course of study.

Students renewing the scholarship are required to send a brief statement by April 15 of each year capsulizing their experience at college, including volunteer work, special activities involving community service and leadership.

Awards are for undergraduate study only.

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## APPLICATION

Applications will be accepted between February 15, 2018 and May 1, 2018.

Interested students must complete the application and mail it along with a current, complete official transcript of grades to Scholarship America postmarked no later than **May 1**. Grade reports are not acceptable. Applicants will receive acknowledgment of receipt of their application. If an acknowledgment e-mail is not received within three weeks, applicants may call Scholarship America to verify that the application has been received.

Applicants are responsible for gathering and submitting all necessary information. Instructions for completing the Financial Data section of the application are included below. Applications are evaluated on the information supplied; therefore, answer all questions as completely as possible. Incomplete applications will not be evaluated. All information received is considered confidential and is reviewed only by Scholarship America.

## **SELECTION OF RECIPIENTS**

Scholarship recipients are selected on the basis of academic performance, demonstrated leadership and participation in school and community activities, work experience, unusual personal or family circumstances, an outside appraisal and a 500 word essay on "What RYLA means to me." Financial need as calculated by Scholarship America must be demonstrated for the student to receive an award.

Selection of recipients is made by Scholarship America. In no instance does any officer or employee of the Saint Paul Rotary Foundation or the high schools play a part in the selection. All applicants agree to accept the decision as final.

Applicants will be notified in May. Not all applicants to the program will be selected as recipients.

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## **PAYMENT OF SCHOLARSHIPS**

Scholarship America processes scholarship payments on behalf of the Saint Paul Rotary Foundation. Payments are made in one installment early August. Checks are mailed to the recipient's home address and are made payable to the school for the student.

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## **OBLIGATIONS**

Recipients have no obligation to the Saint Paul Rotary Foundation. They are, however, required to notify Scholarship America of any changes in address, school enrollment, or other relevant information and to send a complete transcript when requested.

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## **REVISIONS**

The Saint Paul Rotary Foundation reserves the right to review the conditions and procedures of this scholarship program and to make changes at any time, including termination of the program.

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## **ADDITIONAL INFORMATION**

Questions regarding the scholarship program should be addressed to:

**Rotary Club of St. Paul Second Century Scholarship Program**

Scholarship America  
One Scholarship Way  
Saint Peter, MN 56082

Telephone: (507) 931-1682

## INSTRUCTIONS FOR COMPLETING THE FINANCIAL DATA SECTION OF THE APPLICATION

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The Financial Data section of the application should be completed by the applicant's parent or guardian(s). Information should be from a completed tax return or based on estimated information to be filed with the IRS.

1. **State of Residence** is the state where the parents reside and pay state income tax.
2. **Adjusted Gross Income** can be found on IRS FORM 1040 and is gross income reduced by specific adjustments allowed by law.
3. **Total Federal Tax Paid** includes the total amount of **federal** income tax to be paid as reported on IRS FORM 1040. This is **not** the amount withheld from employee's paychecks. (The amount withheld should be adjusted by any refund or additional taxes due.) Do **not** report state income tax.
4. **Total Income** of parent(s) should be reported individually. Provide information for both natural parents, when possible. **If the student resides with only one parent**, financial information **must** be received from the parent who claims the child as a dependent for tax purposes. If a parent has remarried, the spouse's information is required if the spouse is a legal guardian of the student, or claims the student as a dependent, or the student is included in the spouse's benefit plan. **If necessary, two Financial Data sections may be submitted by the student.** A copy of the Financial Data section may be made in order for one to be completed by each parent.
5. **Untaxed Income and Benefits** include any other income or benefits not included in the adjusted gross income figure. Do not include untaxed contributions to retirement plans.
6. **Medical and Dental Expenses** include only those expenses not paid by insurance. Do not include premium payments.
7. **Total Cash, Checking, Savings, Cash Value of Stocks, etc.**, includes liquid assets that can be used for educational expenses. **Do not include** IRA, 401k, or other retirement plan funds.
8. **Total number of family members** living in the household and primarily supported by the reported income may include:
  - the applicant
  - the applicant's parents
  - other children living in the household
  - dependent college students living away from home
  - other people who live in the household and receive more than half of their support from the reported income
9. **Marital status** is the current status of the person from whom the financial information is submitted.
10. **Of the total number of family members on line 8, number of students attending college** includes family members attending a two- or four-year college, university, or vocational-technical school at least half-time. Include the applicant in this number. Do not include parents.

**NOTE:** Any exceptions to providing financial information as instructed above must be submitted to Scholarship America in writing.