**USING YOUR STRIVE SCHOLARSHIP MON****EY**

**Requests for payment of STRIVE scholarship money must be made no later than April 1 of the year following your graduation date or of the date it was received.** (I.e. if you graduate in June 2018 you must use it by April 1, 2019). If you do not use the money, it returns to the STRIVE budget to be used for program costs or future scholarships.

**Scholarship money may be used for required post-secondary school expenses only.** Some of these include tuition, books, and/or other required items or fees. You may not use scholarship money for expenses after you have completed your post-secondary education.

**When you make a scholarship payment request, please provide the following information with your correspondence:**

* your name
* your address
* a current phone number or email address where you can be reached

**You must also submit one or more of the following:**

* a copy of your institution’s account statement showing the balance due and your student account/ID number (payment will be made to the school)
* a letter from your institution requesting payment for an outstanding balance (payment will be made to the school)
* a copy of your institution’s account statement showing an amount already paid by you and your student account/ID number (payment will be made to you)
* a copy of a loan account balance for school fees already paid by you (payment will be made to you)
* a copy of a receipt for textbooks purchased from a location that sells college textbooks (payment will be made to you)

**Please allow up to three weeks for your payment to be processed.** Due to delays in the postal system, activities within the Rotary office and processing at your academic institution, your scholarship money may not be paid out immediately.

Requests for payment may be submitted in electronic form by email to romnrotary@gmail.com or by standard mail to STRIVE, PO Box 7566, Rochester, MN 55903-7566.