

## **Whatcom Dollars for Scholars Scholarship Distribution**

**Your scholarship money will be paid following successful completion of your first term at college (typically in January).** Checks will be made payable to the college with your name and student number listed on the memo line. Included with this check will be a letter to the financial aid office of your college emphasizing our intention that the award be used to help reduce your financial need and not replace other grant assistance.

**To receive your award, please follow these instructions and comply with the deadlines indicated:**

- We may send important communications regarding your scholarship to you throughout the year using the email address you used to apply for our scholarships. Please make sure we have a current email address on file for you.
- Please notify your financial aid or scholarship office that you have received a scholarship through Whatcom Dollars for Scholars.
- Your school may not apply your entire scholarship to the current term. Each college handles this differently, so please check with your particular college's financial aid office.
- Your scholarship payment will NOT necessarily be paid out in a manner that coincides with your tuition due date. We recommend that you prepare for the possibility that you may have to pay for your winter quarter tuition in full to meet your tuition deadline. In addition, once we receive all of the required documentation for disbursement of your scholarship, it may take a few weeks to process your scholarship check. Then, your school may take a few weeks to process the check on their end. **Please plan ahead and allow for this time.**

**Your scholarship cannot be distributed until we have received the following:**

- The **Scholarship Response Form** (p. 2) This was due in May 2015, so we probably have this on file already. If we do not, we will ask you about it when you send in your transcript/schedule.
- A **personal Thank-You Note to your scholarship donor** Again, this was due in May 2015, so we'll let you know if we need this from you.
- **"Accept"** your scholarship online. Use the username and password you created when applying for scholarships.

**After your first term of college, Please send copies or screenshots of the below documents via email ([selmendorf@whatcomcf.org](mailto:selmendorf@whatcomcf.org)) or mail: Whatcom Community Foundation, 1500 Cornwall Avenue, Ste 202, Bellingham, WA 98225.**

- Your transcript (grades) documenting your successful completion of a minimum of 10 credits. (does not have to be an official transcript)
- Proof of registration for 2nd term classes (10 credit min.) This is usually available online through your college.
- If you are planning on working your way through college and will not be a full-time student, please contact Shannon at [selmendorf@whatcomcf.org](mailto:selmendorf@whatcomcf.org)

**Rotary Club of Bellingham Foundation Scholarships only, send the following letters to Whatcom Community Foundation (see contact info above):**

- A first letter describing your educational experience at the conclusion of the year of study funded by the Rotary Club of Bellingham Foundation Scholarship
- A second letter describing educational and occupational status five years after award of this scholarship.

*Direct questions to: [selmendorf@whatcomcf.org](mailto:selmendorf@whatcomcf.org) or 360-671-6463*

The Rotary Club of Bellingham encourages its members to provide mentoring opportunities for scholarship recipients during and after a recipient's post secondary education. The Club will attempt to match students and mentors upon request. Recipients are encouraged to visit one or more Rotary Club of Bellingham meetings in order to meet individual Club members. The Club may also request that a recipient attend a Club meeting. Please email [scholarships@whatcomcf.org](mailto:scholarships@whatcomcf.org) if you are interested in these mentoring opportunities.

If you do not intend to use your scholarship, please notify [selmendorf@whatcomcf.org](mailto:selmendorf@whatcomcf.org) as soon as possible. Your help with this is greatly appreciated as it will make a scholarship possible for the benefit of another great student!

*Return this form by May 12, 2016*

*Failure to return this form in a timely manner could result in forfeiture of your scholarship*