**2023 Scholarship Redemption/Deferment Instructions**

**Deadline 6/15/2024**

**Scholarship Redemption** - **Email the info below to: belleplainedfs@gmail.com**

1. **A picture of your college student ID or tuition statement or class registration list.**We need something with your name, student number and college name.
2. **The name and address of your college where tuition payments should be sent.**

**Things to Note**

* **Your redemption request can be sent to us as soon as you are enrolled for your fall semester and have been issued your student ID number**, however, payment to your school will not be made until after August 1st, 2023.
* **Funds will be paid/sent directly to your college**. It can take up to 2 weeks to have a payment mailed and applied to your tuition account. Plan accordingly to ensure your funds are received by your college’s deadline.
* **Scholarship funds are typically split into Fall/Spring by the college once received, unless they are instructed otherwise**. If you would like your scholarship funds to be applied to a specific semester (all for fall or all for spring), you need to include that with your redemption request.
* **Colleges can only accept scholarship funds if you are registered/enrolled for the current/upcoming semester.** Requests that do not fall into your school's timeline will be RETURNED to us or applied to the following semester based on the school’s financial policies. PLAN ACCORDINGLY!
	+ Ex) requesting payment after classes are finished will be returned to Dollars for Scholars.
* Please include "your name and scholarship redemption" on the subject line of your email.
* If you need to mail us your redemption, please include the above requirements & mail to: BPDFS, PO Box 81, Belle Plaine, MN 56011
* **Your scholarship(s) will be forfeited if we do not receive your redemption (or deferment) request by the 6/15/2024 deadline.**

**Deferment Requests**

* **Must be made via email by the 6/15/2024 deadline or your scholarship(s) will be forfeited.**
* All deferment requests are automatically granted for one year (6/15/2025).
* If you are requesting a deferment for longer than one year, please include a reason and requested duration.
* Deferments greater than one year will be voted on by our board and you will receive an email back to let you know if it was approved or not.