

THE RSEA FOUNDATION SCHOLARSHIP POLICY AND PROCEDURES

COMPOSITION OF FOUNDATION SCHOLARSHIP COMMITTEE

The RSEA Foundation Scholarship Committee appointments will be made every other calendar year in January and will consist of the RSEA Foundation Board of Directors, and any other(s) that the RSEA Foundation Board President may designate. The Scholarship Committee is composed of the following members: The RSEA Foundation Board President, who will serve as the Chairman of the Foundation Scholarship Committee; the current RSEA President; the current RSEA 1st and 2nd Vice Presidents; and the current RSEA Treasurer. The Chairman of the Scholarship Committee will preside over all meetings of the Scholarship Committee and may name up to two (2) RSEA Board Members to serve a two-year term on the Scholarship Committee. The Chairman may also appoint any RSEA Board member to fill any unexpired vacancies on the RSEA Foundation Scholarship Committee, until the next RSEA election cycle will occur.

DONATIONS TO THE RSEA SCHOLARSHIP FUND

Any and all donations to the RSEA Foundation Scholarship Fund will be acknowledged by a letter to the individual making the donation. A letter will be sent to the family of the individual being honored by a memorial donation. The letter(s) will come from the RSEA Foundation Board President. All donations will be recognized in the RSEA quarterly newsletter publication, *The New Louisiana Voice*.

All donations to the RSEA Scholarship Fund shall be used exclusively for educational purposes, in accordance with The RSEA Foundation Procedures and By-Laws.

CRITERIA AND SELECTION PROCEDURES FOR EDUCATIONAL SCHOLARSHIP ELIGIBILITY

RSEA members (active or retired) who are members of RSEA for at least three (3) years, or their children/grandchildren in their senior year of a Louisiana high school, or other Louisiana school, or undergraduate in college, are eligible for consideration for award of the RSEA Foundation Scholarship. Financial need, as well as, if the applicant is the first member of the family to attend a post high school education, may also be considered. Applicants to a Louisiana community or junior college; trade or vocational-technical school; or a recognized/accredited institution of higher education--college or university are eligible to apply for the RSEA scholarship award. NOTE: No Scholarship Committee Member or their families are eligible for the RSEA Scholarship.

If the applicant is a first-time post-secondary education student, they must present an ACT/SAT score and final high school report card with their GPA. If the applicant is an on-going/continuing student, they must present evidence of their current or established (post-secondary) GPA, if they wish to apply for another award. Only full-time students (12 credit hours minimum) will be considered for scholarship awards.

The RSEA Foundation Scholarship will be awarded after all applications that meet The Foundation Scholarship criteria are evaluated and voted on by The RSEA Foundation Scholarship Committee with scholarship applications redacted and approved by the RSEA Foundation Board and reported to the RSEA Board of Directors.

EDUCATIONAL LEVELS

(a) Undergraduates must maintain required grade point average (2.5) and are eligible to reapply for each year of a four-year program. (b) Graduate (includes doctoral) are not eligible for awards. (c) Full time is considered to be 12 credit hours. University definitions will apply for part and full time status. Only full-time students will be considered for scholarship awards.

MINIMUM REQUIREMENTS TO BE CONSIDERED FOR SCHOLARSHIP

(a) Student must be currently enrolled in or accepted for admission to an accredited institute of education. (b) Student must maintain at least a GPA of 2.5 to be considered after each academic year for an additional award for year two and beyond. (c) Two personal references - one from an academic advisor and one from a RSEA member (not a family member) must be provided to the RSEA Foundation Scholarship Committee.

CRITERIA AND SELECTION PROCEDURES FOR EDUCATIONAL SCHOLARSHIP

- 1) The award of scholarship(s) and the amount of money to be in the scholarship(s) will be determined by the Scholarship Committee at the beginning of each RSEA Foundation fiscal year (usually January), based upon the amount of interest/funds available in the RSEA Foundation Scholarship Fund. The RSEA scholarships are awarded each spring, in conjunction with the academic year of the school.
- 2) The applicant who receives a majority vote of the members of the Scholarship Committee will be the awardee of the scholarship. If more than one scholarship is to be awarded, subsequent ballot(s) will be held until another majority vote is achieved for another awardee.
- 3) The awardee of the scholarship will be notified by mail; the letter (s) to be sent by the President of the RSEA Foundation.
- 4) Upon notification by the President of the RSEA Foundation, the Treasurer will issue and send a check directly to the awardee or to the educational institution.
- 5) At the end of the academic semester/school year, proof of completion and a grade report must be provided to The RSEA Foundation Scholarship Committee in order to be considered for an additional scholarship award in the subsequent semester/school year.
- 6) If the Scholarship Committee deems that no suitable applicants for scholarship are received in any one year, then the Committee may choose not to award a scholarship that year.

THE RSEA FOUNDATION SCHOLARSHIP AWARD APPLICATION FORM
IDENTIFICATION INFORMATION

- A. Your Name
- B. Social Security (Last 4 Numbers)
- C. Address (present)
- D. Address (permanent)
- E. Telephone (home)
- F. Telephone (cellphone)
 - 1. Name of Closest Relative
 - 2. Relationship
 - 3. Telephone
 - 4. Address
 - 5. Is any member of your family a member of RSEA (retired or active)? If yes, who and what relationship to you?
 - 6. Are you currently a member of RSEA?

BIOGRAPHIC/DEMOGRAPHIC INFORMATION

- A. Are you a U.S. citizen?
- B. Are you a Louisiana resident?
- C. Birth date

- 7) Educational Background/Goals:
 - A. Degree program?
 - B. Specialization in major field of study?
 - C. Career plans (attach a detailed statement of your educational/ career goals)
 - D. List educational background

- 8) Present occupation (if any)
 - A. Job Title
 - B. Job Address
 - C. Supervisor
 - D. Telephone
 - E. Dates of Employment

- 9) List all other occupations and income

- 10) Honors, prizes, scholarships: If any?

THE RSEA FOUNDATION SCHOLARSHIP AWARD APPLICATION FORM
IDENTIFICATION INFORMATION (Continued)

11) Please furnish statement regarding financial need and verification of first-time enrollment in post-secondary school by a family member

12) Please furnish letters of personal and academic references, one (1) each

13) Please furnish an official school transcript and ACT or SAT Score

14) If a high school graduate within the past year, please have your principal complete and sign the following:

High school from which graduated

Number in graduating class

Applicant's class rank

Grade average (overall)

Principal Name

Date

Signature

OPTIONAL: ATTACH REMARKS OF PRINCIPAL AND/OR COUNSELOR.

NOTE: USE ADDITIONAL SHEETS IF NECESSARY

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Approved October 8, 2020