

6 Easy Steps to Getting Your Scholarship Award



Step 1

- Be awarded a scholarship at the 2017 MKC-MCOS Pageant or the 2017 MSG-MSJ Pageant. Contestants not receiving one of the special award scholarships (i.e. Top Five, Academic, Non-finalist, Legacy, etc.) awarded the night of the pageant, will receive a participant scholarship in the amount of \$400.00 (there are not participant scholarships awarded for the MSG-MSJ pageant). Contestants receiving one of the special award scholarships (excluding the Anti-Bullying award) will **NOT** receive a participant scholarship, but rather will receive only the scholarships for the actual awards announced/won.

Step 2

- Approximately 4 weeks after the conclusion of the pageant, you will receive scholarship award letter from the Women's Scholarship Foundation on behalf of the Oregon Scholarship Foundation. **KEEP THIS LETTER!** You will need it when you enroll at the college of your choice.

Step 3

- When enrolling at your college/university, take the award letter to the Financial Aid office. Ask them to send a copy of the letter, along with a copy of your class schedule and a letter on school letterhead requesting your scholarship. You should apply for these scholarship funds far in advance of the date they will be needed as it can take 4-6 weeks for processing. **IMPORTANT:** monies can only be used for tuition, fees required for enrollment, books, supplies and equipment for courses. You must be a full-time student (12 hrs. minimum).

Step 4

- If the amount of your scholarship award exceeds the amount due on your college bill, the Oregon Scholarship Foundation will only disburse enough of your scholarship to pay the bill for that term. The remainder of your scholarship will need to be requested in subsequent term(s). For example, if your scholarship equals \$300.00 and your bill for the term equals \$1,000.00, the Oregon Scholarship Foundation will pay out the total amount of your scholarship award. If however, your scholarship award was \$1,000.00 and your bill for the term was \$500.00, the Oregon Scholarship Foundation would disburse \$500.00. The remainder of your scholarship will be held in trust and must be requested in subsequent term(s).

Step 5

- 4-6 weeks after it is requested, a check will be sent directly to the Financial Aid office of your college, made payable to both the college and the recipient. In addition there will be a letter outlining the acceptable uses for the award and how to handle the award should the recipient drop courses or leave college. The Financial Aid office will apply the issued check to that term's outstanding tuition bill (the scholarship will never be paid directly to the recipient). Scholarship awards will **NOT** be used to reimburse recipient for any previously paid expenses.

Step 6

- Scholarship recipients **MUST** begin use of their scholarships within one year of the date they were awarded (April 8, 2017 for MKC-MCOS and April 9, 2017 for MSG-MSJ). A maximum one-year extension may be granted by the Women's Scholarship Foundation and the Oregon Scholarship Foundation (upon written request from the recipient sent via registered mail to the Women's Scholarship Foundation of Klamath County 7731 Cannon Avenue, Klamath Falls, OR 97603 **AND** postmarked **PRIOR** to the expiration of the initial year. The request will be reviewed to determine whether or not an extended time period is warranted. If a contestant has no activity in her scholarship account during either year one or year two (provided an extension was requested and approved within the required timeline) the funds being held in trust for her will be automatically forfeited. A contestant who begins use of her scholarship within the timeline designated above will then be required to show continuous activity in her educational endeavors up to a limit of two years following the date of the first payment. If there occurs a 9 month period in which there is no activity in the contestants account, then the balance of the account will be automatically forfeited. All forfeited scholarship awards will remain in the local scholarship account.