

**DIPAC LADD MACAULAY MEMORIAL SCHOLARSHIP PROGRAM:**

UNDERGRADUATE OR VOCATIONAL SCHOLARSHIPS

*Rules and Procedures*

TO ESTABLISH AND MAINTAIN ELIGIBILITY:

* A Scholarship recipient must submit a signed Acceptance of Scholarship form, provided by the Scholarship Committee. The recipient will enroll full-time, as defined by the college, university, or vocational institution in the Fall term following award of the scholarship and will pursue the education plan outlined in the recipient’s application. The recipient may petition the Committee in writing for an alternative initial term of attendance at the educational institution.
* The recipient must submit a recent photo and a signed release for use of the photo by DIPAC to provide the public with information on the scholarship program.
* The recipient shall pursue her/his course of study on an uninterrupted basis over the institution’s normal academic year. The recipient shall obtain and maintain a "C+" average (2.50 for an institution that uses a 4.00 grading system) for all courses taken and, separately, for all courses in the major field of study. Failure to maintain the required grade or other institution performance standards will cause payment on behalf of the recipient to be deferred until the specific standard is attained, and may result in scholarship cancellation.
* Appeals for exception from the performance standard requirements may be considered upon written application to the Committee.

It is the recipient’s responsibility to contact the Scholarship Committee no later than August 1 following each academic year in which the scholarship is in effect, including the final year of the scholarship awards. In this communication, the recipient will summarize her/his compliance with the terms and requirements of this scholarship and will provide a current address to the Committee. Failure to contact the Committee by the August 1 deadline may result in delay or deferral of the scholarship payment.

* The recipient will arrange to have Official Transcripts of Student’s record covering the entire period of the student’s attendance at the institution sent directly from the institution to the Scholarship Committee with the full year transcript to be received no later than August 1st annually.
* The recipient shall not change institutions or the field of study from that stated in her/his original application without written request for approval to the Scholarship Committee and receipt of written concurrence from the Committee.
* Failure of the student to comply with these requirements may result in cancellation of this scholarship and forfeiture of any future benefits.

PAYMENT OF STIPEND:

* BA/BS Program Distribution: First year -$2,000, second and third years - $3,000, fourth year - $4,000.
* AA Program, including Hatchery Technology, and other vocational education programs: First year-$3,000, second year-$3,000
* Payment shall normally be made directly to the recipient’s institution to be applied to educational expenses charged by the institution. Payment will be made at the time of the recipient’s enrollment in the institution. Payments for academic years after the first year of the scholarship will be made at the beginning of each succeeding academic year, contingent on the recipient meeting the scholarship requirements detailed above.
* The recipient will provide the Scholarship Committee with the address for the institution’s financial office that will receive scholarship payments.
* If a recipient’s program of study is based on a schedule to completion other than normal academic years, particularly involving a Vocational Education Program, the recipient may request in writing for the Committee to arrange an alternative schedule of payment that is appropriate for the specific program.
* In circumstances where the institutional costs to the recipient are covered by other scholarships, the recipient may request in writing to the Scholarship Committee for direct payment for other educational expenses including books, housing, and travel between home and the institution. If direct payment is approved by the Committee, the recipient shall provide an accounting and documentation for the expenditures of the funds.
* A leave of absence, for up to 12 consecutive months, may be granted by the committee upon petition in writing by the scholarship recipient. In requesting a leave of absence, the recipient must state in writing the reasons for interrupting her/his studies, must indicate intent to re-enter the same or another approved institution, must confirm her/his intent to continue the approved course of instruction, and must affirm her/his willingness to comply with any other terms of the leave of absence that may be established by the committee.

All communication and reports concerning scholarships are to be addressed to:

DIPAC

Ladd Macaulay Memorial Scholarship Committee

2697 Channel Drive

Juneau, Alaska 99801.

email: LMMSC@dipac.net