

1. Be awarded a scholarship at the 2012 MKC-MCOS Pageant. If you are not the recipient of one of the scholarships awarded the night of the pageant, you will receive a participants scholarship in the amount of \$200.00



2. Approximately 2-3 weeks after the pageant, you will receive a scholarship award letter from the Oregon Scholarship Foundation (via e-mail from us). **KEEP THIS LETTER!** You will need it when you enroll at the college of your choice.



3. When you enroll in school, take the award letter to the Financial Aid office. Ask them to mail or fax 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).



4. If the amount of your scholarship exceeds the amount due on your 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 payout your scholarship in full. If however, your scholarship were to equal \$1,000.00 and your bill for the term were to equal \$500.00, the Oregon Scholarship Foundation would disburse \$500.00 and you would need to apply for the remainder of your scholarship the following term(s).



5. 4-6 weeks after it is requested, a check will be sent directly to the Financial Aid office made payable to both the college and the recipient, along with a letter outlining the acceptable uses for the award and how to handle the award should the recipient drop out of school. The Financial Aid office will apply the check to that term's outstanding tuition bill (***the scholarship will never be paid directly to the recipient.***)



6. All scholarship recipients **must** begin use of their scholarships within 1 year of the date they were awarded (by 4/28/2013). A maximum of **one-year** extension may be granted upon written request sent via registered mail and postmarked prior to the expiration of the initial year. The Oregon Scholarship Foundation will review the request and determine whether or not an extended time period is warranted. If a contestant has no activity in her scholarship account during the one or two-year period, the funds in her account will be 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 (2) years following the date of 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 forfeited. All forfeited scholarship awards will remain in the local scholarship account for future awards.



## 6 Easy Steps to Getting Your Scholarship