

**GUIDELINES AND PLAN OF OPERATION
FOR THE
WEATHERLY AREA HIGH SCHOOL ALUMNI ASSOCIATION
SCHOLARSHIP PROGRAM**

ARTICLE I - ESTABLISHMENT AND PURPOSE OF THE SCHOLARSHIP FUND
SECTION – I – THE FUND

The Scholarship Fund has been established in the name of the Weatherly Area High School Alumni Association. The Scholarship Committee of that Association devised the guidelines and plan of operation contained herein. (Updated June 21, 2012)

The wealth of the fund has been built over the years by contributions and donations made by people and organizations interested in education. This money has been invested in various instruments which make up the Principal of the Fund.

The Association desires that the investment interest from the Fund be used only to provide scholarships to Weatherly Area School District students and who graduate from Weatherly Area High School or the Carbon County Vocational Technical School. The scholarship is to be used for extended education at an institution of higher education or a more specialized institution of learning, which shall be approved by the Scholarship Program Committee.

SECTION - II – BEQUESTS

Any contributions, bequests, etc. designated by the donor as being specifically for the Scholarship Fund shall be added to that fund.

\$50,000 bequest from the C. Gloria Paul Estate shall be \$500 annually and labeled, and announced as, The Hugo Paul Family Memorial Award.

Grants from single contributions of \$50,000 or more which produce a sufficient income shall, upon request of the donor, or his or her representatives, be labeled with a special name determined by that donor or his or her representatives and approved by the Association Board. The Scholarship Program Committee shall determine the amount of such grants. The Association's Treasurer shall keep separate accounting of such contributions and distributions.

Any such awards as described above shall be announced and publicized as being administered by the Weatherly Area High School Alumni Association.

There is an additional annual grant of \$500 managed by the Association and labeled as such.

ARTICLE II – SCHOLARSHIP PROGRAM COMMITTEE SET UP AND OPERATION

SECTION – I – THE COMMITTEE

The Scholarship Program Committee shall consist of at least (5) members of the Association and (2) others as follows:

- 1) Five members from the Association who have experience in the fields of education, business, finances, or who have an intense interest in serving on such a committee.
- 2) The current Weatherly Area High School Guidance Counselor.
- 3) The current Weatherly Area High School Principal.

In addition, the Association President should act as a substitute for any regular member who might be absent, and he or she should appoint another qualified substitute. These two substitutes should plan to attend all four scheduled meetings of the committee in case their vote is needed; otherwise they would have input, but no vote.

In the event there is a tie vote among regular members when voting for a scholarship recipient, the tie shall be broken by the Association's President. The other substitute shall break the tie if the President is absent.

If a vacancy occurs on the committee, the President of the Association shall appoint a qualified replacement.

No committee member may derive any direct or indirect financial benefit if one potential recipient is selected over another.

If a member of the Scholarship Program Committee has a relative who is an applicant for a scholarship award and knows that the relative has applied for the award, then that member shall remove himself or herself from participating in the rating and voting capacity in the selection process that year. In the event that such a situation should arise, one of the substitute members should take over that members' duties of rating the applicants.

SECTION – II – FUNDING

Each scholarship recipient is to receive scholarship funds in the amount of \$2,500 per year for up to four consecutive years of extended education. The \$2,500 award will be made to the recipient in two payments of \$1,250 each. Payments will be made at the beginning of each semester. Checks will be made out to the recipient.

Should the annual income be less than the amount necessary for the four scholarships, the deficit shall be made up by methods to be determined by the Finance Committee of the Association.

SECTION – III – APPLICATION PROCESS

The availability of the Weatherly Area High School Alumni Association scholarship is to be publicized for the benefit of high school seniors at the beginning of each school year by the Weatherly Area High School Principal and or the Guidance Counselor; also by the Chairman of the Scholarship Program Committee through local newspapers.

Announcements of the availability of the scholarship to all Weatherly Area High School seniors shall be made by school officials at least three times during the school year, in September, February, and early May. In addition, an announcement of the availability of the scholarship will be sent through the mail to the parents of all seniors, along with an application form, during the month of October. These mailings will be made by the Chairman of the Scholarship Program Committee. Applications must be submitted to the High School Guidance Counselor or before May 1st. To qualify for the \$10,000 Scholarship Award, a student must attend the Weatherly Area High School FULL TIME FOR FOUR YEARS.

Scholarships shall be awarded on the basis of reasonable academic achievement, character, leadership abilities, extra-curricular activities, both school and community, financial need, fluency in writing and a personal interview.

Recipients shall have earned course grades of “C” or better in all major academic courses in high school.

SECTION – IV – COMMITTEE MEETINGS

Any member of the Scholarship Program Committee may call a meeting at any agreeable time if he or she deems it necessary; however, there shall be four regularly scheduled meetings of the committee each year for the purpose indicated herein. The committee chairperson will announce meeting locations and times.

ARTICLE III – REQUIRMENTS AND RESPONSIBILITES OF THE SCHOLARSHIP RECEIPENTS
SECTION – I – REQUIREMENTS

The recipient and his or her parents must sign a “Scholarship Letter of Agreement” to verify acceptance of the scholarship, and agree to comply with all the terms and conditions stated therein. The recipient and his or her parents acknowledge an obligation to inform the Committee immediately of any change of the circumstances of the recipient’s enrollment and attendance at their institution of higher education. Also, that the recipient and his or her parents will provide evidence of enrollment and good standing in the institution of higher education prior to the start of each semester. This notice shall be provided to the Committee. The Scholarship Program Committee shall determine the content of the scholarship letter of agreement.

Failure to comply with all of the requirements in the Letter of Agreement shall result in termination of the scholarship unless deemed otherwise by the committee.

The recipient shall verify acceptance at an institution of higher education by submitting a copy of his or her acceptance letter from the institution to the chairperson of the Scholarship Program Committee. The recipient is expected to maintain continuous enrollment in the institution of higher education and complete the higher education program (up to four years). Any interruptions during those years; for example one or more semesters off, may terminate payments unless determined otherwise by the Scholarship Program Committee.

Recipients shall be of strong moral character, have pride in them, and shall have developed that special quality of self-discipline. Recipients who have been convicted of a crime may have their scholarship award terminated at the discretion of the Scholarship Program Committee. Unused scholarship funds must be returned to the Scholarship Program.

Recipients shall earn grades "C" or better in all courses in college and other types of training. A grade of "D" for one or more courses during any given semester may call for an interview with the Scholarship Program Committee as soon as possible after course grades are received from the recipients.

SECTION – II – RESPOSIBILITIES

By January 3rd of each year, each recipient shall send a copy of his or her first semester courses, grades and any extra-curricular activities to the Chairperson of the Scholarship Program Committee for review by the entire committee.

By June 1st of each year, each recipient shall send a written account of his or her second semester courses, grades and extra-curricular activities to the Chairperson of the Scholarship Program Committee along with his or her intent to continue his or her schooling the following year. Should the recipient transfer from one school to another, the recipient must send documentation of acceptance and enrollment in the new school to continue receiving the scholarship.