**The following guidelines were voted on and approved at the Feb. 21, 2021 General Membership meeting of the Bexar County Czech Heritage Society.**

**Bexar County Czech Heritage Society Scholarship Guidelines**

* Scholarships will be awarded at the May General Membership Meeting each year to be used for costs related to attending a college, university, trade school, or other continuing education institution (graduate school, etc.).
* The number of scholarships and the amount of award must be set at the February General Membership Meeting, depending upon BOD and Membership approval.
* Only Bexar County Czech Heritage members are allowed to nominate. The following individuals would be eligible for a scholarship.
* Any Member of the Bexar County Czech Heritage Society (including him or herself)
* Spouse of Member of Bexar County Czech Heritage Society
* Child of Member of Bexar County Czech Heritage Society
* Grandchild, Great Grandchild, etc. of a Member of Bexar County Czech Heritage Society
* Ward (a child placed under your guardianship) of a Member of Bexar County Czech Heritage Society)
* When a Member of the Bexar County Czech Heritage Society is a member of the clergy, religious life, or a member without children, they may nominate an extended family member or blood relative.
* There are no limitations on the residence of the applicant (i.e., they do not have to live in Bexar County).
* Interested members may submit an application, which will be attached to the Society's Newsletter or available from the Society's Secretary the beginning of each year.
* Members must be current with membership for at least 12 consecutive months to be eligible to submit or nominate someone for an application. All current members are eligible in 2020.
* Only **ONE** application per member.
* If there is more than one member in the household, each member is entitled to an application.
* The applicant must be planning on attending, or currently attending a college, university, trade school or other facility of higher learning.
* The applications must be submitted to the Contact on the Application by April 20th each year. Applications will be documented upon receipt and confirmation of receipt will be sent via e-mail by the Contact Person on the Application.
* The BOD will review all applications prior to the May General Membership Meeting.
* The drawing will be at the May General Membership Meeting each year.
* The application should include the following:
* Name of Member submitting the application.
* Name of applicant of scholarship.
* Current address, phone number, ***and email address*** of both applicant and member.
* Applicant's Educational Goal (i.e., degree plan, etc.).
* A 150-200 word essay written by the Applicant titled, **“How has the Czech or Slovak Culture and/or Heritage Influenced or Impacted My Life.”**

**Selection Process:**

* All applications received will be placed in a lottery at the May General Membership Meeting.
* A BCCHS member who has not submitted an application will be asked to draw the winning applicants.
* After the winning applicants are drawn, an alternate will also be drawn.
* An applicant may have several nominations. However, each applicant is only eligible to receive one scholarship at the May General Membership Meeting.
* Scholarship recipients **will not** be eligible to reapply for a scholarship for a period of three (3) years (i.e., if selected in 2019, person could not reapply until 2022)
* Scholarship recipients will be notified in writing by the Secretary of the Society.
* The scholarship recipient must submit **to the Treasurer** documentation of proof of enrollment into an institute of higher learning, or if currently attending an institution of higher learning, a recent transcript from that institution in order to be awarded the scholarship.
* Upon receipt of the above referenced documentation, a check will be mailed to the scholarship recipient by September 1st.
* If no proof of enrollment is received by September 1st, scholarship recipient will be notified by secretary that they will no longer receive the scholarship and the alternate will be contacted.