



FREQUENTLY ASKED QUESTIONS ABOUT LCF SCHOLARSHIPS **Guidelines for Applicants and Recipients**

GENERAL INFORMATION

What is the Licking County Foundation scholarship program?

Scholarship funds are charitable accounts established at the Foundation by generous individuals, businesses, or organizations for the purpose of assisting students in paying for their education. The Foundation administers more than 80 scholarship funds for primarily Licking County residents attending post-secondary, technical, and vocational institutions of higher learning.

Is there a cost to apply for a scholarship?

There is no charge to apply.

What is the dollar amount of Licking County Foundation scholarships?

Award amounts vary based upon the funds available and the number of recipients selected. The minimum scholarship amount is \$1,000. For the 2016-2017 school year, the Foundation's scholarships ranged from \$1,000 to \$10,000. The dollar amounts can vary each year.

Can I receive more than one Licking County Foundation scholarship?

It is possible to receive more than one Licking County Foundation scholarship; however, recipients typically receive only one scholarship.

Will the Foundation's scholarship give me enough money to pay the entire cost of my college education?

Typically, no. Our scholarships are intended to provide partial support; therefore, we encourage you to look into other financial aid resources.

How many scholarships are awarded by the Licking County Foundation?

The number of scholarships awarded varies from year to year; during the last round, the Foundation awarded nearly 300 scholarships.

What expenses can the scholarships pay?

Licking County Foundation scholarships can only be used for eligible education expenses that do not qualify as taxable benefits as defined by the IRS. These expenses include tuition, books, fees, and required course supplies. The Foundation's scholarships cannot be used for room and board, or any other college-related expenses.

Am I required to repay scholarship money?

No. Scholarships are considered "gift aid" and are charitable grants. Recipients are required to return a donor acknowledgment as part of the acceptance process.

ELIGIBILITY REQUIREMENTS

Who is eligible to apply?

While many of our scholarships are exclusively for graduating high school seniors, numerous others are open to students already enrolled in college or adults who want to go back to school or start attending for the first time. The Foundation's scholarships are open to both **traditional** and **non-traditional** students. Traditional students are defined as those who transition straight from high school to college or a vocational/technical program. The Foundation defines non-traditional students as those who have taken one or more years between high school and enrolling in a higher education program. Adult re-entry students are typically 25 years or older, but have not completed a post-secondary degree or certificate program. This includes adults who have never attended a post-secondary school and those who have taken some courses. **Full-time and part-time students pursuing post-secondary education may apply for Foundation scholarships.**

Who is not eligible to apply?

Any member of the Foundation's Governing Committee or Executive Committee, any employee of the Foundation, any donor or donor advisor to the fund making the award, any substantial contributor to the Foundation or fund making the award, any major contributors as determined by the Governing Committee, any member of the Scholarship Review Committee, and the relatives of any of the foregoing individuals are not eligible to receive Foundation scholarships. A relative includes a spouse, ancestor, child, grandchild, great-grandchild, brother and sister, and a spouse of a child, grandchild, great-grandchild, brother and sister.

Do all scholarships have the same eligibility requirements?

No. Each scholarship fund has specific eligibility requirements that were defined by the donor(s) when the fund was established. These requirements are summarized in the information provided in the *Available Scholarships* lists on the website, and specified on the online application forms.

How do I know if I qualify for any Licking County Foundation scholarships?

The *Available Scholarships* page contains links for a list of all the scholarships available for your student type (e.g., high school senior, current college, graduate, or adult re-entry). This list will tell you if the scholarship is major-specific, school-specific, any other qualifications needed, and if there is a minimum GPA (other than the Foundation's minimum GPA of 2.0). In addition, each online scholarship application contains the qualifications for that scholarship.

Do I have to attend an Ohio college?

Not necessarily. Licking County Foundation scholarship recipients attend accredited colleges, universities, and technical or trade schools across the United States. However, some funds require that recipients do attend institutions in a specific geographic location (e.g., Ohio or Licking County) or a specific institution.

Are scholarships open to graduate students?

Graduate students or people seeking professional degrees are eligible to apply for some Foundation scholarships. See the *Available Scholarships* page.

Can I apply for a scholarship if I don't know where I'll be going to school?

Yes. If you don't know which school you're going to attend, you can still apply for most Licking County Foundation scholarships. (Please note that some scholarships require attending specific institutions.)

I don't have the best grades. Will I still be considered for a scholarship?

Yes. Most of our scholarships take grades into consideration, but some emphasize other areas of performance as well. A well-written application essay is also an important component of the review process. Good grades help, but they're not the only requirement for Licking County Foundation support.

What if my household income is relatively high?

There is no maximum income or financial cut-off. Since many funds consider other criteria besides financial need, all students who meet eligibility requirements are encouraged to apply. Some Foundation scholarships are merit-based, and therefore do not consider financial need.

I'm planning to go to trade school, not college. Can I still apply for a scholarship?

Yes. Some Licking County Foundation scholarships are just for students planning to attend a technical, vocational, or trade school. To find them, check the "Additional Requirements" column on the *Available Scholarships* lists.

Do I have to live in Licking County, and also be a graduate of a Licking County high school to be eligible for Licking County Foundation scholarships?

No, the scholarships in the *Available Scholarships* lists are divided into the following categories: *Licking County Resident*, *Graduating/Graduated from a Licking County High School*, and *Specific High School*. You would look for scholarships in any of the categories for which you qualify.

Can an adult re-entry student (nontraditional student) who didn't graduate from high school apply for scholarships?

Yes, if the student has a GED and is a Licking County resident. Please refer to the *Available Scholarships* list for *Adult Re-entry Students* on the website for the qualifications.

Can a student who was home-schooled apply for scholarships?

Yes, except for scholarships that specify graduating from or previously graduated from a Licking County high school as part of the eligibility criteria.

Can Licking County Foundation scholarships be used for Adult Education Programs at C-TEC?

Yes, certain Licking County Foundation scholarships can be used for Adult Education Programs at C-TEC provided: the program is Pell-eligible (see C-TEC's Adult Education Catalog); the scholarship criteria does not specify that the applicant must be enrolled in a 2-year degree or 4-year degree program; and the program (and applicant) meet all other requirements for the scholarship.

If I receive a scholarship one year, will I automatically receive an award the following year?

Not usually. In most cases, students must re-apply each year to be considered. However, some scholarships allow prior recipients to re-apply in competition with other applicants, and some scholarships are renewable, provided that recipients meet renewal eligibility requirements.

Renewable scholarship distinction will be clearly identified in the notification letter mailed to the prospective recipient.

I received a renewable scholarship, do I submit renewal paperwork online?

Yes. All students receiving a renewable scholarship will need to complete and submit a Scholarship Renewal Application. Recipients of renewable scholarships are contacted partway through the school year via email about continuing eligibility, so it is important to notify the Foundation of any contact information changes.

APPLICATION PROCESS

Will the Foundation release any of the personal information that I submit?

The Foundation takes confidentiality of your data seriously. We do not collect social security numbers. All information received is confidential and will only be reviewed by the appropriate Foundation staff and Scholarship Review Committee members who agree to maintain confidentiality. If you are chosen to receive a scholarship, your name and award information will be used by the Foundation in publicizing awards. Living donors will receive scholarship winners' names.

Is an essay required?

Yes, an essay is required from all applicants. In addition, certain scholarships require an additional essay. In your essay(s), let your personality shine through; present your ideas in a focused, thoughtful, and meaningful manner; and write in a natural style and support your ideas with specific examples.

Why is an essay required?

The essay is required of all applicants because it provides the reviewers with additional information to assist in the selection of the best candidate. An essay is evaluated on how effectively it addressed one of the topics provided; if it was thoughtful, well-written, and specific to the applicant; and, if proper spelling, grammar, and punctuation were used.

Are recommendation letters required?

No, the Licking County Foundation does not require recommendation letters.

Where can I find the scholarship applications?

The link ("Apply Now!") is located on the *General Information* page in the Scholarship section of the Foundation's website when the application is open for submissions. All applications are completed and submitted online.

Can my application be handwritten?

No, the Licking County Foundation Scholarship Application is an online scholarship application with online submission.

What file types are acceptable when uploading my required student materials?

All attachments should be in .pdf format.

What if I do not have Internet access or a computer at home?

All applicants must complete and submit the online application; please contact your school, local library, community center, employment agency, or senior center to determine if you are eligible to use their free or minimal-cost, public-use computer terminals.

Can I apply for more than one scholarship?

Yes. You may apply for as many scholarships for which you meet the eligibility criteria.

If I qualify for more than one scholarship, do I need to fill out separate applications?

Yes, each scholarship has its own application; however, the majority of the information on each application is considered the *Common Application*. Once you complete this information on the first application, it will be automatically copied into every other scholarship application you save to your list. Each application will also have a *Unique Application*, some items specific to just that scholarship, which must be completed. These items do not save to other applications.

What's the deadline for applying?

The application deadline will be January 20, 2017 at 5:00pm EST.

Can I get an extension if I need one?

No. Because the Foundation receives thousands of applications, in fairness to all applicants, we are unable to extend the deadline to individual applicants.

Any technical issues originating with our vendor's system will be updated on the *General Information* page in the Scholarship section of the Foundation's website.

[FAFSA \(FREE APPLICATION FOR FEDERAL STUDENT AID\)](#)**What is the FAFSA?**

The **Free Application for Federal Student Aid (FAFSA)** is a form that may be submitted annually by current and prospective college students (both undergraduate and graduate) in the United States to apply for federal student financial aid, such as Pell grants, Stafford loans, PLUS loans, and work-study programs. The FAFSA is also used to apply for most state and college financial aid. Once the FAFSA is submitted to the U.S. Department of Education, it will be processed and a **Student Aid Report (SAR)** will be produced.

What is a SAR?

The Student Aid Report (SAR) is a summary of the information provided on the FAFSA. The SAR also includes your Expected Family Contribution (EFC) number, which is used to determine your eligibility for financial aid. **You will attach a .pdf file of page one only of your SAR to your application.**

The SAR is not the submission confirmation received immediately after submitting the FAFSA, although the confirmation may contain a projected/estimated EFC.

What is an EFC?

The Expected Family Contribution (EFC) is a measure of your family's financial strength and is calculated according to a formula established by law with the information you report on your FAFSA. Schools use the EFC to determine your federal student aid eligibility and financial aid award. *The Foundation uses the EFC to determine your composite score for financial-need based scholarships.*

How do I complete and file the FAFSA?

You must file the FAFSA online at www.fafsa.ed.gov. **PLEASE NOTE: Important changes to the FAFSA process go into effect for the 2017-2018 school year. Please visit the FAFSA website at this link, <https://studentaid.ed.gov/sa/about/announcements/fafsa-changes>, to educate yourself about these changes so you know when to submit and what tax information to use.**

When will my SAR be available?

If you provide your e-mail address on your FAFSA, an email will be sent to you with a link to your SAR within approximately 3 to 5 days. If you did not provide your email address on your FAFSA, a paper SAR will be mailed to you and received within approximately 14 days.

How do I get my SAR?

If you provided a valid e-mail address, you will receive an e-mail with instructions on how to access an online copy of your SAR. If you did not provide a valid e-mail address on your FAFSA, you will receive either a SAR or SAR Acknowledgement via postal mail.

Where can I go for help?

Your guidance counselor or the financial aid office of the college that interests you can help you. They can tell you what forms to fill out and the steps to follow to receive the financial aid available to you.

TRANSCRIPTS**I'm a high school senior. Do I need to submit my high school transcript?**

High school seniors will report their GPA as of the date of application and provide contact information for their guidance counselor. The student-reported GPA will be verified with Guidance Counselors after the application period has closed. Unexplainable discrepancies between student-reported GPA and Guidance Counselor-confirmed GPA may result in disqualification of application(s). If high school transcripts are required, they will be provided by Guidance Counselors.

I checked a status of Current College, Adult Reentry, or Graduate/Professional Degree Student. Can I provide a printout of my transcript from my school's website?

No. Your transcript must be attached to your online application. You may attach your own as a .pdf file.

I am currently attending college. Do I need to submit an official college transcript?

No, beginning with the 2016-2017 application, official transcripts are not required, though still accepted. Unofficial transcripts are also accepted as long as they contain the required information listed in the application. Contact your school's Registrar's Office with questions about how to access transcripts.

MAJORS and SCHOOLS**I'm undecided about which college I'm going to attend; can I list more than one?**

No, you can only select one college. If you are undecided, select *Undecided* on your application. If you are selected to receive a scholarship, you will provide the actual institution name at that time.

I don't know what I want to major in; what do I do?

You would select *Undecided* as the major.

What happens if I'm selected to receive a scholarship, but I changed my major or school I plan to attend after I submitted my application?

It depends. If the scholarship is not major-specific, then nothing happens. If the scholarship is major-specific and the new major still qualifies for the scholarship, then nothing happens. If the scholarship is major-specific and the new major does not qualify for the scholarship, you are ineligible to receive that scholarship. Similarly, if the scholarship requires attendance at a specific school or in a specific geographic location, and the post-application change no longer meets these requirements, you are ineligible to receive that scholarship.

APPLICATION REVIEW & SELECTION**What are my chances for receiving a scholarship?**

Scholarship awards are based on scholarship criteria, the availability of funds, and the competitiveness of the applicant pool for each scholarship. These factors change with every funding cycle and some years are more competitive than others.

Who makes the award decisions?

A volunteer Scholarship Review Committee appointed by the Governing Committee of the Licking County Foundation and comprised of impartial Licking County residents will review each application and select the recipients based on the criteria established by donors. The Scholarship Review Committee members are unaware of the applicants' names when reviewing applications, and each application is reviewed by several Committee members.

How will my application be evaluated?

In evaluating the applicants, the Scholarship Review Committee will consider and score the applicant's extracurricular activities, work experience, community involvement, awards/achievements, and essay. The selection process utilizes those scores, as well as a score for GPA, and financial need (only for need-based scholarships) to calculate a composite score for each applicant; that composite score is used to select recipients.

NOTIFICATION & AWARDS**When and how will I be notified if I received a Licking County Foundation Scholarship?**

All applicants are notified as to whether or not they received an award. You should hear from the Foundation in April. High School seniors receive their notifications in May at their school award ceremonies.

What happens if I am selected as a scholarship recipient?

You will receive notification of your scholarship offer, the terms, and the amount of the scholarship. You will be asked to return a form, indicating that you accept the terms of the award, by early-June or your scholarship check may be delayed.

If you no longer meet the terms of your scholarship offer, or have made a different decision about attending school, you are asked to return your form indicating that you cannot accept the offer. This acknowledgement allows us to select another recipient who may use the scholarship.

Will I receive a check for my scholarship?

No. Scholarship payments are mailed directly to the institution's financial aid office on behalf of the recipient.

When will my school receive my scholarship check?

If you have returned your materials by the deadline, the Foundation sends the scholarship check to your school by mid-July, and your award will be applied in equal amounts to your fall and spring semesters.

What happens if I move or change schools after I've been awarded a scholarship?

You must notify the Foundation if you move or transfer to a new school. Please contact us as soon as you have made your decision to transfer, and we will send your check to your new school for your second semester expenses upon receipt of reimbursement from your previous institution.

May I contact the donors who provided the funds for my scholarship?

We require all recipients to send donor acknowledgements. Donors enjoy reading thank you notes and like to know something about the person who is receiving their scholarship. This is the best way for the donor to understand how important the scholarship is to recipient. The notes are also shared with Foundation board members and Scholarship Review Committee members, and are included on the Foundation's website and in publicity materials.

I have a question you didn't answer here. What should I do?

Please email us at scholarships@thelcfoundation.org or call 740-349-3863, x108 for assistance.