

# HIGHLANDS FALLS COUNTRY CLUB EMPLOYEE SCHOLARSHIP FUND

## Fact Sheet

### PURPOSE

The purpose of the Highlands Falls Country Club Employee Scholarship Fund is to encourage current Club and Highlands Falls Community Association employees to pursue their education and to assist them with the rising costs of higher education.

Scholarships will not exceed the institution's published cost of attendance. Awards are not renewable; however, recipients are eligible to re-apply up to three times while working toward an undergraduate degree, if they continue to meet scholarship criteria. Scholarship recipients may apply the funds to any accredited post-high school, nonprofit undergraduate educational program to include vocational and technical schools as well as two- and four-year colleges, either public or private, within the United States. If you are uncertain if your chosen school qualifies, contact The Community Foundation of Western North Carolina at (828) 254-4960 prior to completing an application.

### ELIGIBILITY

To be eligible to compete for a scholarship, you must be:

- (1) a current permanent or seasonal employee of Highlands Falls Country Club or Highlands Falls Community Association, or a contract employee working full-time; and
- (2) working an average 30 or more hours per week; and
- (3) in at least your 2<sup>nd</sup> season of employment in one of the above arrangements listed in (1) above; and
- (4) a senior in a secondary school or doing equivalent work, or a secondary school graduate.

Eligibility will be verified in August prior to making awards.

The Community Foundation scholarships will be awarded without regard to age, race, national origin, ethnicity, gender, disability, sexual orientation, political affiliation, religious belief, or any other characteristic protected by law.

### SELECTION CRITERIA

Financial need and academic achievement/potential are the primary criteria for these scholarships. Secondary criteria are character, community service, extra-curricular activities, leadership skills, and work experience.

### ADMINISTRATION

This scholarship program is administered by The Community Foundation of Western North Carolina. Please direct any questions about this scholarship to Barbara Estes, a resident of Highlands Falls Country Club, at (828) 526-9041, or to The Community Foundation of Western North Carolina at (828) 254-4960.

### APPLICATION PROCEDURE

Students who meet the eligibility requirements of the Highlands Falls Country Club Employee Scholarship Fund may obtain an application and instructions from Barbara Estes at (828) 526-9041. **Completed applications, with all required attachments, must be received in the CFWNC office no later than 5:00 p.m. on July 15, 2010.** We encourage students to submit applications early, and *we will strictly enforce this deadline*. **Late or incomplete applications will not be considered.** If you want to verify that your application was received, please call (828) 254-4960 within one week of submission. If your original was not received, you must provide proof of the original's mailing (i.e. courier or P.O. receipt) prior to the deadline and a duplicate of the application in order to be considered for a scholarship.

### SCHOLARSHIP SELECTION

A Scholarship Committee of The Community Foundation will review all applications. Selections will be based on the stated criteria. If equally qualified applicants apply, preference will be given to students who are enrolled in college for fall term and have a financial aid application pending with the school. All applicants will be contacted in mid-August.

### **PAYMENT OF AWARDS**

Each check will be made payable to the institution indicated on the recipient's application and forwarded to the financial aid office for the recipient's account by the end of August.

### **RESPONSIBILITIES OF SCHOLARSHIP RECIPIENT**

Each scholarship recipient is responsible for fulfilling requirements for admission to the educational institution of his or her choice. The scholarship must enter a post-secondary educational institution no later than the fall term following selection for the scholarship.

Except as described in this summary, no obligation or liability of any kind will be imposed upon a scholarship recipient; nor will any liability or obligation be assumed by The Community Foundation of Western North Carolina, Highlands Falls Country Club or Highlands Falls Community Association, except as expressly stated in this document. A recipient is not bound to work for Highlands Falls Country Club or Highlands Falls Community Association, perform any kind of service for it, or to reimburse the Club or Association in any way. However, recipients not completing the full academic year must request the school to reimburse The Community Foundation of Western North Carolina for any eligible refund because of the student's separation from the academic program.

### **DOWNLOAD THE CORPORATE SCHOLARSHIP APPLICATION, OR FOR ADDITIONAL INFORMATION CONTACT:**

The Community Foundation of Western North Carolina

Physical Address: One West Pack Square, Suite 1600, Asheville, NC 28801

Mailing Address: P.O. Box 1888, Asheville, NC 28802

Telephone: (828) 254-4960

Email: [juarez@cfwnc.org](mailto:juarez@cfwnc.org)