

## HISPANIC SCHOLARSHIP PROTOCOL for 2018-2019

**PURPOSE:** This scholarship program provides funds for Hispanic Adventist families with demonstrated financial need the opportunity to enroll in and experience Adventist education for the first time or for another school year. **Each school is to ensure that this purpose is fulfilled in their screening and submission of applications.**

The following procedures will help us maximize access to the program while keeping us within the budget limits of the Hispanic Scholarship program for the 2018-2019 school year.

### PROCESS:

- 1) Each school is limited to the funds granted by the NPUC Office of Education as reported in the accompanying materials. These funds will be allocated to students from families who meet the criteria and complete the entire application.
- 2) While there is no mandate as to the prioritization of recipients (i.e. returning scholarship students vs new student grantees), in no case shall the school commit or promise scholarships in excess of the maximum funds available for the school.
- 3) The school shall submit ALL APPLICATIONS for qualifying students/families with the accompanying summary cover sheet **by/before Friday, September 14.**
- 4) If the total number of continuing qualifying students/families across the NPUC does not exceed the new budgeted amount for scholarships, there will be an open enrollment period for “new” applicants from **Friday, August 31 (12:01am) to Friday, September 14.**
- 5) Requests for additional grants beyond your current allocation can be included with your submission listing continuing awards. So, the earlier you submit your request for Hispanic scholarships on/after Friday, August 31, the better.
- 6) Schools without current scholarship students who wish to apply for the grants will be given priority consideration in the order received on/after August 31.
- 7) Notice will be given by/before Friday, September 28, confirming the final allocation of awards. Grants are distributed in October, 2018, and March, 2019, for each semester.
- 8) Schools shall be prepared to share updated information with the NPUC Office of Education upon inquiry.