Center for Scholarship Administration  
4320-G Wade Hampton Boulevard, Taylors, SC 29687  
Phone: 864-268-3363 Fax: (864) 268-7160  
Email: Hanna@csascholars.org

To: School of Nursing
From: Hanna Hamlin- Scholarship Director
Re: Auxillary Nursing Care Scholarship
Date: April 2019

Wells Fargo Bank, as Trustee for the above-referenced Fund, has contracted with the Center for Scholarship Administration (CSA) to support the administration of the Fund’s scholarship program.

It is time to begin the process for students who wish to apply for the scholarship for the 2019-2020 academic year. Attached are flyers to be used in publicizing this scholarship program to students. Please post the flyers in areas where students normally congregate. Also attached is a program Q&A with information on the requirements and eligibility for the scholarship.

Eligible scholarship candidates will now apply online at www.csascholars.org/anct. The application will open on April 3, 2019 and close on June 3, 2019. Questions regarding the application process can be directed to CSA at the contact information listed above.

Thank you for your help in promoting this program. Do not hesitate to contact me if you have any questions regarding this process.
Need financial help to attend **College**?

Apply for an **Auxillary Nursing Care Scholarship**

**Eligibility Requirements:**
- Applicants must be high school seniors, undergraduates, or graduate students.
- Applicants must major in a field directly related to nursing.
- Applicants must demonstrate financial need.
- Applicants must attend or plan to attend full-time any accredited, public college, university, or technical college, offering a degree in a field directly related to nursing, located in the United States.

**Additional Desired Qualifications:**
- Have a minimum cumulative unweighted GPA of 3.0 on a 4.0 scale.

Apply on line at website [www.csascholars.org/anct](http://www.csascholars.org/anct)

**DEADLINE:** APPLICANTS MUST SUBMIT THE REQUESTED INFORMATION VIA THE WEBSITE AND BY MAIL. ALL ADDITIONAL ITEMS MUST BE RECEIVED NO LATER THAN 5:00 P.M. EST **APRIL 15, 2019.**
AUXILLARY NURSING CARE SCHOLARSHIP
2019-2020

The Auxiliary Nursing Care Scholarship is providing scholarships for deserving students. The Center for Scholarship Administration, Inc. (CSA), a non-profit, independent organization is the Facilitator of the scholarship fund.

QUESTIONS AND ANSWERS ABOUT THE PROGRAM

Q: What is the application process?
A: There are (2) parts to the application process:
1. You must set up an account and complete the online process. (Once you have done this you will get an email back confirming we received the online portion of your application and reminding you to complete step 2.)
2. You must mail in the additional required materials. (see list below)

Q: Who is eligible for the scholarship?
A: Applicants must:
• Be high school seniors, undergraduates, or graduate students.
• Major in a field directly related to nursing.
• Demonstrate financial need.
• Attend or plan to attend full-time any accredited public college, university or technical college, offering a degree in a field directly related to nursing, located in the United States.

Additional Desired Qualifications:
• Have a minimum cumulative unweighted GPA of 3.0 on a 4.0 scale.

Q: When is the deadline for submission of materials?
A: The deadline for submission of the online portion of the application is APRIL 15, 2019. Deadline for receipt of the additional required materials is 5:00 pm est. APRIL 15, 2019. The additional materials required must be mailed in ONE envelope to the Auxiliary Nursing Care Scholarship, 4320-G Wade Hampton Boulevard, Taylors, SC 29687. The additional materials required must be RECEIVED no later than 5:00 pm est. APRIL 15, 2019.

Q: What constitutes a complete application packet?
A: You must submit the following additional materials:
1. Submit the signed SCHOLARSHIP AWARD AGREEMENT, found in the application online.
2. Submit an OFFICIAL TRANSCRIPT with grades and cumulative GPA posted through the latest fall semester. (It must be OFFICIAL)
3. Submit a PERSONAL STATEMENT/ESSAY. Submit a one-page signed personal statement explaining why the scholarship is important to the applicant. Include college and career plans, if known. Include applicant name and name of scholarship on the page.
4. Submit a LIST OF YOUR ACADEMIC HONORS, LEADERSHIP SKILLS, AND COMMUNITY SERVICE, etc.
5. Submit a copy of your SAR REPORT. (Student Aid Report). This is the report you receive after completing your FAFSA (Free Application for Federal Student Aid).
6. Submit a completed W-8 OR W-9 FORM, as applicable. This must be completed by the applicant.

Q: What is the value of the scholarship award?
A: The number of recipients and the amount of each scholarship may vary from year to year due to fluctuations in the Fund’s value and/or applicable document restrictions. Subject to the trust terms, the awards will be applied to the cost of tuition, fees, books and supplies and should not exceed these costs. Scholarship awards must be used in the year they are awarded. Recipients are required to access the Payment Form from www.csascholars.org home page. They must sign the form and submit it to their college to certify their enrollment and forward to the Scholarship Director for payment. It is the recipient's responsibility to submit a completed Payment Form and grades as specified below. A check will be issued
directly to the college upon receipt of a grade report/transcript and a Payment Form. Failure to submit the required materials will result in the permanent loss of the scholarship. Unused funds must be returned to the Auxiliary Nursing Care Scholarship.

Q: What schools can a recipient attend?
A: Recipients may attend any accredited, public college, university or technical college, studying in a field directly related to nursing, located in the United States. Recipients must be full-time each semester and working toward a degree.

An eligible educational institution is one whose primary function is the presentation of formal instruction and that normally maintains a regular faculty and curriculum and normally has a regularly enrolled body of students in attendance at the place where it carries on its educational activities.

Q: What if I am unable to attend consecutive semesters?
A: Extenuating circumstances requiring a student to sit out a semester must be explained in writing to CSA. You will be notified of the final decision. If a recipient is out for a semester, then that semester is forfeited.

Q: How are winners selected?
A: A selection committee will consider the respective ability, educational goals, financial need and career ambitions of each applicant.

Q: How will I be notified if I am chosen as a recipient?
A: Once final approval has been given by the Trustee, CSA will email award letters to the recipients with detailed information about the scholarship. Candidates not selected to receive awards will be notified by CSA via email.

Q: Is this scholarship renewable?
A: This scholarship is a four-year scholarship subject to the following terms and conditions: remain in good academic standing and remain enrolled full-time, continuously throughout the four-year scholarship. Under special circumstances, individual exceptions may be made to the full-time continuous enrollment requirement, at the discretion of the Trustee. If a scholarship is awarded for an academic year, and is not used within that year, it is forfeited, and unused money is returned to the Trust. Failure to meet the eligibility requirements will result in forfeiture of the scholarship.

Scholarship recipients will receive information from CSA each year on the procedure to verify continued eligibility for the scholarship. Recipients must submit a renewal application, transcript or grade report, and W-8 or W-9 form, in order to be considered for renewal of their scholarships each year. Scholarship amounts are not guaranteed, as renewed scholarship amounts may vary from year to year due to a variety of factors.