

Dul Foundation Scholarship Program

THE PROGRAM

The Dul Foundation has established a scholarship program to assist employees, spouses and their children who plan to continue their education in college or vocational school programs. Scholarships are offered each year for full-time study at an accredited institution of the student's choice.

This scholarship program is administered by Scholarship Management Services[®], a division of Scholarship America[®]. Scholarship Management Services is the nation's largest designer and manager of scholarship and tuition reimbursement programs for corporations, foundations, associations and individuals. Awards are granted without regard to race, color, creed, religion, sexual orientation, age, gender, disability or national origin.

ELIGIBILITY

An applicant to the Dul Foundation Scholarship Program must be:

- a current employee of Fox Hills Golf and Banquet Center or Clips & Clamps Industries who has worked at least 400 hours during the last preceding calendar year or their child, stepchild, legal dependent or spouse.
 - a high school senior or graduate who plans to enroll or student who is already enrolled in a full-time or part-time undergraduate or graduate course of study at an accredited two- or four-year college, university, graduate school or vocational-technical school.
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AWARDS

If selected as a recipient showing financial need, the student will receive a \$1,500 award, the number of which will be dependent upon how many qualified applications are received. Potential recipients who do not demonstrate financial need may be eligible to receive an honorarium at the minimum level. Awards are not renewable, but students may reapply to the program each year they meet eligibility requirements.

Awards are for vocational-technical training or undergraduate or graduate study.

APPLICATION

Interested students must complete the application and mail it along with a current, complete transcript of grades to the Dul Foundation postmarked no later than **February 15**. The Dul Foundation will forward eligible applications to Scholarship Management Services. Grade reports are not acceptable. Online transcripts must display student name, school name, grade and credit hours earned for each course, and term in which each course was taken.

Applicants are responsible for gathering and submitting all necessary information. Instructions for completing the Financial Data section of the application are included below. Applications are evaluated on the information supplied; therefore, answer all questions as completely as possible. Incomplete applications will not be evaluated. All information received is considered confidential and is reviewed only by the Dul Foundation and Scholarship Management Services.

SELECTION OF RECIPIENTS

Scholarship recipients are selected on the basis of academic record, potential to succeed, demonstrated leadership and participation in school and community activities, work experience, statement of career and educational aspirations and goals, unusual personal or family circumstances, outside appraisal and evaluation of an essay. Once scholarship recipients are selected, financial data is reviewed to determine the amount of each award.

Selection of recipients is made by Scholarship Management Services. In no instance does any officer or employee of Fox Hills Golf and Banquet Center or Clips & Clamps Industries play a part in the selection. All applicants agree to accept the decision as final.

Applicants will be notified in late April. Not all applicants to the program will be selected as recipients. Students may reapply to the program each year they meet eligibility requirements.

PAYMENT OF SCHOLARSHIPS

Scholarship Management Services processes scholarship payments on behalf of the Dul Foundation. Payment is made on August 15 with checks mailed to each recipient's home address made payable to the school for the student.

OBLIGATIONS

Recipients have no obligation to the Dul Foundation. They are, however, required to notify Scholarship Management Services of any changes in address, school enrollment, or other relevant information and to send a complete transcript when requested.

REVISIONS

The Dul Foundation reserves the right to review the conditions and procedures of this scholarship program and to make changes at any time including termination of the program.

ADDITIONAL INFORMATION

Applications are to be mailed to:
Dul Foundation Scholarship Program
5600 Curtis Road
Plymouth, MI 48170-5077

Administered by



Questions regarding the scholarship program should be directed to Scholarship Management Services at (507) 931-1682.

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INSTRUCTIONS FOR COMPLETING THE FINANCIAL DATA SECTION OF THE APPLICATION

Information should be from the most recently filed tax return. See the chart on the application to determine whose income data to submit. The data will be used to determine financial need as demonstrated by the family's ability to contribute toward college expenses.

1. **State of Residence** is the state where the employee (or parents/guardians if applicant is a dependent) reside and pay state income tax.
2. **Adjusted Gross Income** can be found on IRS FORM 1040 and is gross income reduced by specific adjustments allowed by law.
3. **Total Federal Tax Paid** includes the total amount of **federal** income tax to be paid as reported on IRS FORM 1040. This is **not** the amount withheld from paychecks. (The amount withheld should be adjusted by any refund or additional taxes due.) **Do not** report state income tax.
4. **Total Income** should be reported individually for the employee/spouse (or parents/guardians if applicant is a dependent). Financial information **must** be received from the employee **or** from the parent who claims the student as a dependent.
5. **Untaxed Income and Benefits** include any other income or benefits not included in the adjusted gross income figure. Do not include untaxed contributions to retirement plans.
6. **Medical and Dental Expenses** include only those expenses not paid by insurance. Do not include premium payments.
7. **Total Cash, Checking, Savings, Cash Value of Stocks, etc.**, includes liquid assets that can be used for educational expenses. **Do not include** IRA, 401k, or other retirement plan funds.
8. **Total number of family members** living in the household and primarily supported by the reported income may include:
 - the applicant
 - the applicant's spouse or qualified domestic partner (or parents/guardians if applicant is a dependent)
 - other children living in the household
 - dependent college students living away from home
 - other people who live in the household and receive more than half of their support from the reported income

Independent students should only report those individuals who are supported by the reported income.

9. **Marital status** is the current status of the person from whom the financial information is submitted.
10. **Of the total number of family members on line 8, number of students attending college** includes family members attending a two- or four-year college, university, or vocational-technical school at least half-time. Include the applicant in this number. Do not include parents.

NOTE: Any exceptions to providing financial information as instructed above must be submitted to Scholarship Management Services in writing.