

GUIDELINES
ADAM AND IDA DECK COLLEGE SCHOLARSHIP

Revised September 2015

Trustees of the Village Board, Hennepin, Illinois, have elected to provide two collegiate scholarships for residents of Hennepin Township. The scholarships will be subsidized through proceeds realized from the Adam and Ida Deck Fund. The first place scholarship will consist of four consecutive yearly payments of \$1,200 each and the second place scholarship will consist of four consecutive yearly payments of \$1,000 each. The scholarships are intended to help defray tuition, room and board, fees, and other necessary expenses normally experienced by college students. The scholarships may be used in addition to any other financial aid the student may receive.

1. Applicant must have been a primary resident of Hennepin Township for the full two years immediately prior to the date of high school graduation, and the parent/s or legal guardian/s who have legal custody of the applicant must also have been a resident of Hennepin Township for a full two years immediately prior to the date of the applicant's high school graduation. (If a student has more than one legal residence, the residency form must be completed and submitted with the application form by the deadline.)
2. Scholarships will be awarded on the basis of scholastic ability. This will be determined by adding six times the applicant's high school grade point average as computed by Putnam County High School officials at the end of seven semesters, to the applicant's ACT composite score. Applicants meeting residency requirements, but attending a recognized high school other than Putnam County High School, are responsible to have an official transcript of their grades at the end of seven semesters, including the results of their ACT composite score, sent from their high school of attendance to Putnam County High School for computation of grade point average. When computing grade point average for such students, Putnam County High School officials will (1) include only courses that are either offered or similar to courses offered at Putnam County High School, (2) use only letter grades disregarding pluses, minuses, or numerical scores, and (3) weight courses according to the schedule used at Putnam County High School. Decisions in this process will be made by Putnam County High School officials subject to review and approval of the Scholarship Committee. An applicant who is a foreign exchange student will have his grade point average computed after completion of either five or six semesters, whichever is greater, in his local school. The eighth semester may not be used for computing grade point average. In the event of a tie in determining scholastic rank, the scholarship will be equally divided between the applicants who have tied. Should any of the above recipients elect to relinquish their portion of said scholarship, the remainder will be granted to the other recipients.
3. In order to maintain the scholarship, a student must enroll in and complete at least 12 hours of college work per semester, or 8 semester hours per trimester, or 18 quarter hours per semester, or 12 quarter hours per trimester, and maintain a grade

point average of 2.0 or above on a 4.0 scale or 3.0 or above on a 5.0 scale each individual semester or quarter. Failure to maintain these guidelines each semester, or trimester, or quarter will require that the recipient relinquish the scholarship. Each scholarship can be used for up to four consecutive years at which time that particular scholarship will terminate. The Hennepin Village Grant and Scholarship Committee reserves the right to waive the rules regarding consecutive attendance, minimum class load, or grade point average in cases of sickness or accident to the recipient or his immediate family, or other special extenuating circumstances beyond the student's control as approved by the committee. Explanation of any such special extenuating circumstances must be provided to the Scholarship Committee in writing and approved prior to receiving the next disbursement.

4. Payment of scholarship funds will be made at the beginning of each semester or quarter after the student has presented evidence to the Secretary of the Scholarship Committee (Chris Dvorak, Regional Superintendent of Schools, 119 W. Madison St., Room 102, Ottawa, IL 61350) that he has (a) enrolled for at least 12 semester or quarter hours and (b) submitted a copy of his grades for the previous semester or quarter (does not apply to a beginning freshman). If a student fails to attend school for at least nine weeks s/he will be obligated to refund one half the amount awarded him at the beginning of the semester or quarter.
5. Application must be made by **February 15th** of the student's senior year. Applications received late will go to the bottom of the scholarship eligibility list in the order of date received. Should any recipient relinquish a scholarship, another member of a given high school graduating class who previously applied for the scholarships will be eligible for consideration for the unused portion of either scholarship, based upon order of scholastic rank as described above. If the first place scholarship is relinquished it shall be awarded to the holder of the second place scholarship, with the second place scholarship then being awarded to the next person in line according to scholastic rank. If the second place scholarship is relinquished, it also will be awarded to the next person in line according to scholastic rank. A student having received written notification that he is eligible for the unused portion of a scholarship shall have 20 days from receipt of such notice to reply in writing as to his intent to use the said scholarship. Mailed replies must be postmarked within the 20 day requirement. Such student receiving the unused portion of a scholarship may use said scholarship for consecutive semesters or quarters until the total life on the scholarship consisting of 8 semesters or 12 quarters is completed. Upon receipt of the scholarship such student must meet the same guidelines as the original recipients for any subsequent college work during the life of the scholarship.
6. Scholarship payments will not be made for summer sessions and grades during the summer session will not be counted in meeting the grade point average requirement per semester or quarter. However, if a student completes 6 or more semester hours during summer session, and if that, along with other additional coursework, makes it possible for the student to graduate one semester early, the student may direct a request in writing to the Secretary of the Scholarship Committee asking that one payment of scholarship funds be used for summer session expense reimbursement. The student must explain how this will result in early graduation. If the request is

approved by the Scholarship Committee, the student will be entitled to receive one payment of scholarship funds for summer session reimbursement upon filing. Proof of registration in school for the required number of semester hours for his/her final semester in school needed to complete graduation requirements must be filed with the Secretary of the Scholarship Committee. In no case shall a student receive more than a total of 8 scholarship payments.

7. Once a scholarship is awarded the recipient is entitled to use said scholarship for its entirety subject to these guidelines. Once a scholarship is relinquished, the recipient is no longer entitled to reapply.
8. The scholarships may be used at any school or institution on the approved list of schools as published by the Illinois State Scholarship Commission or an equivalent out of state school as listed by the Guaranteed Student Loan Program.
9. These scholarships may be used in addition to any other scholarships, grants, loans, or other types of financial aid the student may receive.
10. Recipients of a GED diploma may apply for the scholarships only if they have completed 7 semesters of high school work and have taken the ACT test. Any such applicant will be placed in competition with graduating seniors in the year in which they receive their GED diplomas.
11. The Scholarship Committee shall annually make a recommendation to the Hennepin Village Board suggesting the recipients of the scholarships based upon the above guidelines.
12. The Scholarship Committee reserves the right to make judgments on variances to the Guidelines or on cases not covered in the Guidelines.
13. The Scholarship Committee reserves the right to determine if applicants not receiving the *Deck College Scholarship* are eligible to receive remaining funds from the *Hennepin Village Vocational/Trade Grant*, provided all of these funds are not awarded to Deck College applicants. The awards will be given to, and must be used by, recipients according to the guidelines established for the *Deck College Scholarship*. The first award will be given to the next eligible and ranking applicant, the second to the next, and so on.

Residency Form

Adam & Ida Deck College or Hennepin Vocational Scholarships

When a student has **multiple legal residences** the student and parents/guardians must demonstrate the legal and primary residence of the student. Please complete the form below and attach it to the appropriate application form.

Student Name:

Legal Address #1 (Address of **Primary** Residence):

Definition of primary address: Where the student sleeps the majority of the time.
(Minimum requirement: 50%)

Legal Address #2 (Address of **Secondary** Residence):

Definition of secondary address: Where the student sleeps less than half of the time.

***A copy of the student's driver's license for verification must accompany the scholarship form. Please black-out the license number for security reasons. Other forms of residency documentation can be required if clarification is needed by the scholarship committee.**

By signing, I attest that the above information provided for the scholarship eligibility requirements is accurate and true. If false information is given I understand that I will forfeit my eligibility for the scholarship.

Parent/Guardian signature:

Parent/Guardian signature:

Student signature:

ADAM AND IDA DECK COLLEGE SCHOLARSHIP
Application Form

Please print. Answer all questions. Completed applications should be returned to *Chris Dvorak, Regional Superintendent, 119 W. Madison St., Room 102, Ottawa, IL 61350* no later than **February 15**. Applications received late will go to the bottom of the scholarship eligibility list in the order of date received.

1. Name of applicant _____
Last First Middle

2. Address of applicant _____
Street Box City State Zip

3. Names of parent(s) or guardian(s) _____

4. Address of parent(s) or guardian(s) _____
Street Box City State Zip

5. Phone Number _____ Email Address _____

6. Date of Birth (mm/dd/yyyy) _____ Sex (Male / Female)

7. From what date have you been a resident of Hennepin Township? _____
(mm/dd/yyyy)

From what date have your parent(s) or guardian(s) been a resident of Hennepin Township? _____ (mm/dd/yyyy)

8. Date of your High School graduation _____
(mm/dd/yyyy)

9. Name and address of high school _____

10. On what date did you take your initial ACT test? _____
Date

11. What school do you plan to attend next year? _____
Name of School

Address

City State Zip Code

12. I hereby certify to the best of my knowledge that the information given on this application is accurate; that I have read and understand the "Guidelines" which I received along with this application; and that I agree to abide by these guidelines and the decision of the Scholarship Committee. I further understand that prior to receipt of my scholarship funds at the beginning of each semester I must first submit to the Regional Office of Education evidence that I have (a) enrolled for at least 12 semester hours and (b) maintained at least a C average by submitting a copy of my grades for the previous semester (does not apply to a beginning freshman).

Signature of Applicant

Signature of Parent or Guardian

Date

Signature of Chairman Scholarship Committee



RECEIPT OF APPLICATION

IMPORTANT: This portion of the application form is to be detached, signed, and returned to the applicant by the chairman of the scholarship committee. If you do NOT receive this receipt of application by return mail, be sure to contact the chairman of the scholarship committee. The applicant should keep this receipt of application in his files for future reference if needed.

I hereby certify that I have received an application for the Adam and Ida Deck College Scholarship from _____ dated _____.

Chairman of Scholarship Committee

Date