



Dear Scholarship Recipient,

Congratulations on your scholarship award!

Prior to the release of any scholarship funds, we **must** receive the following:

1. Thank you note written to your scholarship donor
2. Completed Disbursement Form
3. Acceptance Letter or Class Schedule (must include your name)

You can submit these documents via:

- ✓ Mail
- ✓ Drop off at our office
Mon-Thurs 8:00 am – 4:30 pm
Address listed on the reverse side

You have from **May 1, 2026 through April 30, 2027** to submit your scholarship documentation. Failure to submit your scholarship documentation by April 30, 2027, will result in your scholarship being forfeited.

We will start disbursements in **July 2026**; and it can take up to 4-6 weeks for the scholarship funds to appear in your account. These funds will appear in your account as “Foundation Scholarship”.

If you have any questions, please contact:

Leigh Anne Albertini
Scholarship Manger
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407-518-2925