

## **River Road Unitarian Church Racial Justice Task Force Minority Scholarship Fund**

### **Policies for Scholars**

*(effective Fall Semester 2006)*

1. The following policies apply to all students receiving scholarship funds through the RRUC Racial Justice Task Force Minority Scholarship Fund, including current and future scholars, beginning in the fall semester 2006.
2. In order to remain a scholar in good standing, each scholar shall meet the following academic requirements for each school term (semester, trimester, or quarter) during which the scholar is receiving scholarship funds:
  - a. The scholar shall maintain a minimum grade point average of 2.0.
  - b. The scholar shall not receive any disciplinary sanction from his or her school. Scholars are responsible for reporting any such disciplinary sanction to the Minority Scholarship Fund by the end of the semester in which it occurred.
3. In order to remain a scholar in good standing, each scholar shall comply with the requirements of College Bound or Mentors, Inc. for providing proof of registration and transcripts for each school term during which the scholar is receiving scholarship funds. In addition, the scholar shall meet the following additional record-keeping requirements.
  - a. At the beginning of each new school term, the scholar shall provide proof of registration to the Minority Scholarship Fund indicating the number of credit hours the student is registered to take for the upcoming semester. This information shall be sent to RRUC Minority Scholarship Fund, River Road Unitarian Church, 6301 River Road, Bethesda, MD 20817.
  - b. At the close of each semester, the scholar shall provide proof of the number of credit hours that the scholar actually completed during that school term. If this information is not already reflected in the scholar's grade report, then the scholar shall obtain written proof from his/her school that shows this information and send that to the Minority Scholarship Fund at the above address.
  - c. Scholars shall keep the Minority Scholarship Fund up-to-date on their contact information, including mailing address, a phone number, and an email address where the scholar can be reached.
4. If a scholar fails to meet one or more of the requirements listed under paragraphs 2 and 3 above, then the scholar will be placed on probation for the next school term. If a scholar meets all of the requirements of paragraphs 2 and 3 during the school term of probation, then the scholar will be removed from probation and considered a scholar in good standing again. If the scholar does not meet all of these requirements during the school term of probation, then the scholar will lose his/her scholarship.
5. A scholar shall be enrolled in a college or university as a full-time student in an undergraduate program, completing enough credit hours/courses to qualify for full-time status at the scholar's school. A scholar who does not meet this requirement does not qualify for scholarship funds. If a scholar requests a check, knowing at the time of the request that he/she is not registered as a full-time student for that term, the scholar shall lose his/her scholarship effective immediately.

6. If a scholar falls below the number of credit hours required for full-time status because of a change in coursework during the semester, for example, dropping a class or classes, then the scholar will be placed on probation for the next school term. If the scholar retains full-time status during the school term of probation, then the scholar will be removed from probation and considered a scholar in good standing again. If the scholar does not retain full-time status during the school term of probation, then the scholar will lose his/her scholarship.
7. If a scholar remains in good standing, the Minority Scholarship Fund will provide the scholar with a scholarship of \$2,000 per academic year for four (4) academic years. If a scholar does not expect to complete his/her degree at the conclusion of four (4) academic years, the scholar may make a request in writing to the Fund for continued support for another academic year. This request should include a review of the scholar's academic record, an explanation of why the scholar was not able to complete his/her degree in four academic years, a statement about why the scholar needs the money for another year, the scholar's specific plans for completing his/her degree in another year, and any other relevant circumstances. Any awards for an additional year of support are within the sole discretion of the Minority Scholarship Fund.
8. A scholar may take up to a total of two years off from attending school without losing his/her scholarship. The scholar will not receive any funds during the school terms when the scholar is off, and those school terms will not count towards the four academic years of scholarship support. The terms off may be taken back-to-back or at different points in time.
9. Scholars are responsible for reimbursing the Minority Scholarship Fund for any extra expenses that we incur because of the scholar, other than the normal expenses of operating the scholarship fund. For example, if a check must be canceled because the scholar had not provided us with an updated address, then the scholar will be responsible for the cancelled check fee.
10. We hope that scholars will feel welcome to participate in activities at River Road Unitarian Church, especially the annual Minority Scholarship Fundraiser. Scholars who need any additional support or assistance also are encouraged to contact the current coordinator of the Minority Scholarship Fund, who can be reached through the River Road Unitarian Church, 6301 River Road, Bethesda, MD 20817, (301) 229-0400.