

## **Procedures for Distribution of Hattie K. Tedrow Estate Funds for Scholarships to North Dakota High School Seniors**

(application on following page)

**Eligibility:** The recipient must be a high school senior, a resident of the state of North Dakota, and a direct descendant (child, grandchild, etc.) of a veteran with honorable service in the U.S. military, and intends to further their education at an accredited school of higher education. Proof of acceptance to an accredited school of higher education is required at the time of application for the scholarship.

**Deadline:** Applications must be submitted by April 15, 2019.

**Limits:** The maximum amount to be awarded under this section is \$2,000.

**Approval Process:** The Hattie K. Tedrow (HKT) Award Selection Committee will consider all applications and act accordingly. If approved, the application will be forwarded to the National Finance Division for payment processing. If disapproved, the individual will receive a letter with an explanation for the disapproval. The individual may resubmit the application.

**Payment:** The National Finance Division will, upon receipt of an approved application and in a timely manner, prepare a two-party check payable to the applicant and the college or university to which the applicant has been accepted. Partial payments may be requested and made; the full amount of the scholarship awarded must be used in the first two full school years. Any amounts remaining unpaid after the first two full school years will be forfeited and returned to the principal of the Hattie K. Tedrow Estate fund. Checks written will identify the amount paid as “a memorial to Hattie K. Tedrow” and forwarded to the applicant for endorsement and delivery to the school at the time of registration.

**Administrative Responsibilities:** The National Finance Division shall disburse, record and track all expenditures made from the Hattie K. Tedrow Estate fund for the benefit of scholarship recipients under this section. The National Americanism Division shall assist with notification of approval/disapproval and the distribution of such awards as appropriate. Upon request, the National Finance Division will advise the HKT Award Selection Committee of the current status of the available funds, all expenditures, committed monies, and amounts available for distribution.

**Scholarship Guidelines:** 1) Applicant must be a legal resident of North Dakota and a high school senior; 2) Application must be made during the student's senior year in high school; 3) If student is home schooled, the home school must be accredited and proof of grade level provided; 4) The scholarship funds may only be used to defray necessary costs of student's education (i.e., tuition, room and board, books and supplies, fees and equipment required for course of study); 5) The scholarship may be used for undergraduate study at a college, university, trade school or technical school; 6) The student will have two years from the date of graduation from high school to use the award; 7) The may request all or a portion of his/her award at any time; 8) The student may make only one request for funds per semester or quarter; 9) Upon proof of enrollment in a school of higher education and receiving a “request for funds” a scholarship check will be issued to the student and the school; 10) Scholarship selection criteria will be based on high school academic performance and a written essay; 11) The essay must be an original work of the student, type-written and not to exceed 500 words; 12) If the student withdraws from school any scholarship monies remaining will be forfeited; and 13) any unused scholarship monies or monies returned by an institution of higher education will be returned to the scholarship fund.



# 2019 Hattie K. Tedrow Memorial Fund Scholarship Application

**Eligibility:** Applicant must be a legal resident of North Dakota, a high school senior and a direct descendant of a veteran with honorable service in the U.S. military. The scholarship is for post-high school study only. Maximum amount per scholarship award is \$2,000.

**Deadline:** Applications for a Hattie K. Tedrow (HKT) scholarship award must be submitted no later than April 15, 2019.

**Application Instructions:**

- Complete the applicant portion of this application
- Have a school official complete the high school portion of this application
- Attach proof of military service (Form DD 214 is preferred)
- Type and attach to this application an essay not to exceed 500 words on the topic "Why I should receive the Hattie K. Tedrow Scholarship"
- Attach proof of acceptance to an accredited school of higher education

Send complete application packet to [scholarshipfunds@legion.org](mailto:scholarshipfunds@legion.org) with the subject line in the following format: *Last Name, First Name, HATTIE K TEDROW*

**TO BE COMPLETED BY APPLICANT**

Name		Date of Birth	
Address, City, State, ZIP			
Email		Phone	

**TO BE COMPLETED BY HIGH SCHOOL OFFICIAL**

Number of students in applicant's class			Class rank		
Cumulative GPA		Scale A		Date of Graduation	
SAT Scores	Math	Verbal	Total	and/or ACT Score	
School Official's Signature Print name and title/affix school stamp or seal				Date	

In submitting this application, I certify that the information is complete and accurate to the best of my knowledge. I understand and agree that falsification of information will result in termination of entitlements from the Hattie K. Tedrow Memorial Scholarship Fund.

Student Signature/Date	Signature of Parent or Guardian/Date
------------------------	--------------------------------------