**The WCU Family Scholarship Application is now available through** [MyWCU](https://www.wcu.edu/mywcu/index.aspx)**.**

Please login to [MyWCU](https://www.wcu.edu/mywcu/index.aspx) (the student receiving the scholarship must be the one to apply).

Select “Apply for or Accept Scholarships.”

The WCU Family Scholarship application will be available under the Home Button and the “My Applications” tab.

***Application Deadline:  July 15, 2018***

**Western Carolina University Family Scholarship Fund**

**Award Guidelines**

**Administration:**

1. Only current employees of WCU, their legal spouse or domestic partner\*, and their eligible child dependents who have been admitted to the university and who are enrolled as degree-seeking students in a graduate or undergraduate program can be considered for the scholarship.

\*Domestic Partners Benefit Policy is available on the Human Resources website.

1. Students must be in good academic standing to be eligible for consideration. In order to receive the spring semester disbursement, recipients must be in good academic standing following the fall semester.
2. Simple application; easy to complete, easy to access and print application form via WCU’s Faculty/Staff page
3. Application completed and reviewed by Human Resources to verify listed WCU employee’s current status, and the applicant’s relationship to employee
4. After confirmation by Human Resources of applicants’ status, applications will be returned to the Director of University Scholarships.
5. Applications are required each year for consideration for this scholarship. Applications for the fall semester must be submitted to the Financial Aid Office by July 15. Any applicant who misses the fall deadline, or was not enrolled for the fall semester, may submit an application to the Financial Aid Office no later than December 1 in order to be considered for the scholarship for the spring semester should there be funds available. Renewals are dependent upon the student maintaining good academic standing and availability of funds.
6. Recipients may continue to receive the scholarship as long as the qualified parent/legal guardian/spouse/domestic partner/individual remains employed at WCU.
7. A qualified child dependent may receive the scholarship for a maximum of eight (8) semesters.

**The Award:**

1. The total funds available for the award will be determined by the WCU endowment spending policy.
2. The award will supplement applicant’s other awards and scholarships, excluding loans. WCU reserves the right to adjust award amount to account for applicant’s other grants and scholarships.
3. For employees, the maximum award amount will be $1,000 per fall and spring semesters ($2,000 per academic year) to provide financial support for tuition and fees and other education-related expenses such as books and supplies. For employees enrolled less than fulltime, award amounts will be adjusted based on number of hours enrolled.
4. For child dependents and legal spouses/domestic partners of employees, the maximum award amount will be $1,000 per fall and spring semesters ($2,000 per academic year) to provide financial support for tuition and fees and other education related expenses such as books and supplies. For those individuals enrolled less than fulltime, award amounts will be adjusted based on number of hours enrolled.

**The Selection:**

1. A scholarship review committee will consist of the Director of University Scholarships, who will serve as chair, Director of Financial Aid, a representative from Human Resources, and two members of the University Scholarship Committee. The committee will review applications submitted in accordance with submission deadlines and any other application requirements.
2. Financial need *IS NOT* a requirement for receiving this award, but may be considered during the awarding process.
3. Approximately 25% of available funds for each year will be set aside for employee applicants; approximately 75% of available funds for each year will be set aside for children, legal child dependents, and current legal spouses/domestic partners.
	1. The term children includes legal step-children and child dependents.
	2. Child dependent is defined as per Internal Revenue Service guidelines and as legally claimed on employee’s federal income tax return.
	3. Children of employees will take precedence over spouses/domestic partners.
	4. Fulltime employment will take precedence over part-time employment.
	5. Following spring disbursement of funds, if 25% of available funds for employee applicants has not been exhausted, the remaining funds can be distributed among child dependents to offset loan debt or institutional charges paid out-of-pocket, excluding fines.