Wayne County COMMUNITY FOUNDATION

Frequently Asked Questions

Is it possible to be awarded more than one scholarship?
Yes! You may apply to multiple scholarship opportunities and be selected as a recipient for any or all.

How do I apply?
For many scholarship opportunities, you will complete one Universal Scholarship Application through the Online Scholarship Portal. Application becomes available on December 15th. Before filling out an application, you will need to create an online account in the Scholarship Portal.

Please note, the Universal Scholarship Application will automatically submit your application for most scholarships in which you are eligible to apply. However, some scholarships may require additional information – if you are eligible for these opportunities, you will be prompted to submit some additional information if you wish to be considered.

How are letters of recommendation submitted?
The Universal Application utilizes a short online questionnaire in lieu of traditional recommendation letters. You will be prompted to provide the names and email addresses for two individuals who are willing to complete the Recommendation Survey.

Those individuals should be members of the community or qualified educational officials who know you well (teacher, faculty advisory, guidance counselor, coach, church leader, and/or employer). They can NOT be a family member.

Recommendation Surveys **must be submitted by the application deadline**. It is your responsibility to follow up and encourage your recommenders to submit their Survey before the deadline. Your application may be submitted before the Recommendation Survey is completed, but your application will be considered incomplete until all required information is received.

What are the application deadlines?
The deadline for most scholarships utilizing the Online Scholarship Portal is **March 15th at 11:59 PM EST**. Other opportunity deadlines may vary, please refer to the Online Scholarship Portal.

Applicants are responsible for ensuring that all Third-Party Requests (i.e. recommendations) are submitted by the deadline. Late and incomplete applications will NOT be accepted.

What can my scholarship be used for?
Scholarships may be used for tuition and fees (not including room and board) required for enrollment or attendance at the educational institution. Fees, books, supplies and equipment directly required for courses of instruction are eligible if they can be purchased directly from the school. If the scholarship is used for any other expense, the IRS considers it taxable income for the student. All scholarship funds will be paid directly to the educational institution.

When will I be notified?
All applicants to the Universal Scholarship Application will be notified by May 15. Other Scholarship Opportunities may vary. Notifications will be sent via e-mail and/or will be available in your Online Scholarship Portal Applicant Dashboard.

How are the scholarship decisions made?
A panel of volunteer community members appointed by Wayne County Community Foundation's Board will meet after the deadline to review all applications and select recipients based on the criteria established by the donor(s).

If I am awarded a scholarship, what are my responsibilities?
Once scholarship recipients have made their decision on where to attend school, they must complete the follow up form(s) assigned to them in the Online Scholarship Portal by **June 15th**. Any changes needing made after submission can be made by emailing scholarships@wccfoh.org.

For multi-year scholarships, recipient is responsible for completing the required follow up paperwork through the Online Scholarship Portal Applicant Dashboard each Spring.

How will I receive my scholarship payment?
Scholarship award checks will be mailed directly to your accredited post-secondary institution in July, provided all forms are completed by the due date. Depending on the mail and your school, it may take a few weeks for their Financial Aid/Billing Office to process the scholarship and apply it to your account.

Your Online Scholarship Portal Applicant Dashboard should indicate when a payment has been issued. Before contacting the Foundation, be sure to contact your school as they may have received the payment, but have not yet applied it to your student account.