



Lake Superior College  
FOUNDATION

*Congratulations! We are proud to award scholarships to hard-working and deserving students at Lake Superior College.  
Best wishes to you! – LSC Foundation Staff*

## LSC Foundation Scholarship Policy

### Things to know about using your scholarship funds:

- Scholarship funds will be automatically placed in the student's LSC account w/the Student Payment Office (SPO) unless indicated otherwise by Foundation staff.
- Funds can **only** be used for books, tuition and fees. Student must submit a scholarship appeal if they would like to use scholarship funds for other than paying their LSC bill, books, or test fees (if the scholarship contract allows).
- If a student would like to use scholarship funds for tests, licensing fees, exams, or other expenses required to work in their field, they must contact the LSC Foundation to see if it is allowed for their award. The request will only be granted if the scholarship contract specifically states such uses are acceptable.
- You will not receive your funds in check form unless you are being reimbursed for test or licensing fees.
- Students will not receive a check for the balance of the funds after books, tuition, and fees have been paid. If you have a remaining balance, it will go to your Higher One card.
- Funds **must** be used for the semester following the semester in which it was awarded. If not, all unused funds will be applied to two subsequent semesters.
- If the student does not plan to attend LSC the following semester (spring scholarship recipients must use the funds in summer or fall and fall scholarship recipients must use their funds in the spring) he/she will lose their funds. Our Board of Directors reserves the right to review student appeals in such cases and grant exceptions.
- The student must stay in good academic standing at LSC to receive their funds (2.0 or higher).
- A minimum requirement of six credits must be taken during the semester in which your scholarship funds are used. The exception to this is summer; there is no minimum number of credits for the summer semester. The LSC Foundation Director must approve the classes for summer semester before funds can be used.
- If at any time the Foundation discovers discrepancies between the student's application and the scholarship criteria, we reserve the right to deny the student the funds until the issue is resolved.
- The Foundation reserves the right to award scholarship funds to the next highest scoring applicant if the application proves not to match the scholarship requirement criteria.
- If a student has special circumstances that need consideration concerning their scholarship award, an appeal would need to be filed with the LSC Foundation Board of Directors. Contact the Foundation office with your appeal.
- Each scholarship recipient is **required** to:
  - Remit a Thank You letter/card to the Foundation office for the donor of your scholarship. The thank you salutation should read: "Dear Donor." For instance if you received the Hunt Family Scholarship you could say "Dear Hunt Family Scholarship Donor." Thank you letters are usually about a paragraph or two long. Mention how this scholarship will impact your life.