



# Oklahoma 4-H Award Details

## Educational Award Process

Each individual who receives a 4-H educational award will complete the **OKLAHOMA 4-H EDUCATIONAL AWARD AGREEMENT** within **6 to 8 weeks** of being named a state project winner or a state scholarship winner. This agreement is mailed directly to the 4-H member from the Oklahoma 4-H Foundation. It is the responsibility of the member to complete the agreement and return it to the 4-H Foundation by the stated deadline.

To qualify and receive the 4-H educational award, the individual must:

1. Complete high school or pass all high school equivalency tests.
2. Enroll at an accredited institution of higher education during the first eligible semester after high school.
3. Enroll as a full-time student.
4. Complete one semester as a full-time student for Level I, II, and III, and complete one full year for level IV scholarships.
5. Enroll as a full-time student for the following semester.
6. Obtain a cumulative grade point of:
  - 2.0 on a 4.0 scale for Level I, II and III scholarships.
  - 2.8 on a 4.0 scale for the Collegiate 4-H Scholarship.
  - 3.0 on a 4.0 scale for the Pattillo/Graumann, B.A. Pratt, and Tracey Cox scholarships.
7. Submit a transcript of grades, including the semester just completed, and proof of enrollment for the following semester by Feb. 15 for spring disbursement and by Sept. 15 for fall disbursement.
8. Submit the student account number and bursar's address for check distribution.
9. Submit to the 4-H Foundation a thank you letter(s) to your donor(s), in an unsealed envelope(s). The 4-H Foundation staff will make a copy of the thank you letter(s) for your scholarship file and will mail the original(s) to the donor(s) for you. **This thank you note is required before we will distribute the scholarship payment to your bursar account.**

## Exceptions and Limitations

If a 4-H member receives more than one scholarship or the scholarship is in excess of \$500, the disbursement will be no more than \$500 per semester, unless an exception is approved. The submission process (No. 7 on the previous page) must be repeated until all funds are disbursed. Checks will be made out and sent to the student's bursar account unless an exception is granted.

The Oklahoma 4-H Foundation will assume the scholarship recipient has enrolled in an institution of higher education the first fall semester after high school graduation and expects the recipient to begin receiving award payments as scheduled unless they have applied for an exception for one of the reasons listed below. Exceptions will be granted only if requested in writing as required below. The executive director of the Oklahoma 4-H Foundation will determine the validity of the request and will accept or deny it based upon the documentation and explanation provided.

### **POSTPONED ENROLLMENT**

To receive an Extension for postponed enrollment, a written explanation detailing the reason for the postponement must be received by the Oklahoma 4-H Foundation by Sept. 15 of the year of high school graduation.

### **DELAYED PAYMENT**

To delay disbursement of the scholarship, the individual must submit a written request to the Oklahoma 4-H Foundation by the regular deadline for submission of grades for the appropriate semester and submit a copy of their grades for the previous semester and proof of enrollment for the upcoming semester. For example, if an individual received significant freshman and/or sophomore-level scholarships or a full scholarship to a junior college, he/she might wish to defer receipt of 4-H scholarships. Additionally, families taking advantage of tax credits for the first two years of college may wish to defer payment until after those tax credits are used. To defer payment for any of these reasons, a written request to the Oklahoma 4-H Foundation is required – failure to provide this notification will result in forfeiture of the scholarship.

### **LOW GRADE Extension**

The individual may receive one Extension on their scholarship due to low grades. A written request for the Extension must be received by the Foundation by the regular deadline for submission of grades for the appropriate semester. Also, the individual must submit a copy of their grades for the previous semester and proof of enrollment for the upcoming semester.

### **ACCELERATED PAYMENT**

If a 4-H member has accumulated 4-H scholarship funds in excess of \$3,000, he/she may request accelerated payment (more than \$500 per semester). This option would be available if delayed disbursement would make it impossible to utilize all scholarship funds before graduation at the normal disbursement rates. Additionally, a scholarship recipient who documents unusual financial circumstances could request accelerated payment.

### **Forfeiture:**

Unless the terms of the Oklahoma 4-H Educational Award Agreement are fulfilled, the individual will not be eligible to receive the 4-H Educational Award and will forfeit it.

## 4-H Scholarship Exception Request

### **Exceptions:**

The Oklahoma 4-H Foundation will assume the scholarship recipient has enrolled in an institution of higher education the first fall semester after high school graduation and is expecting to begin receiving award payments as scheduled unless they have applied for an exception on this form. Exceptions will be granted only if requested on this form. Please see the State 4-H Awards Handbook for a more detailed explanation of the reasons for requesting an exception to the award payment schedule.

Please indicate the type of exception you are applying for and note any deadlines that are included here or in the State 4-H Awards Handbook:

- Postponement of enrollment to an educational institution *(due by August 15 of the year of high school graduation)*
- Delayed Payment of the scholarship for reason of tax benefits or other financial considerations *(due by August 15<sup>th</sup> of the year of high school graduation)*
- Extension for failure to meet the minimum grade requirement of a 2.0 GPA. *(due by the deadline that would apply for payment for that academic term)*
- Accelerated payment to accommodate individual or family needs *(accelerated payments will not go into effect until the term after the application, unless submitted by August 15 of the year of high school graduation)*

Please indicate the specific details related to your request for a payment exception. Please provide only the details that are relevant to **WHY** you are making this request.

Please indicate specifically how you would prefer to receive your scholarship. Provide the specific academic terms for which you would like to receive the funds, and or the amounts you propose to receive if you are asking for acceleration.

Recipient's Name: Printed or typed \_\_\_\_\_

\_\_\_\_\_  
Recipient's Signature/ Date

\_\_\_\_\_  
Parent's Signature/Date

**Submit your request to: Executive Director, Oklahoma 4-H Foundation, 205 4-H Youth Development Building, Stillwater, OK 74078**