

# Tanaq Foundation Scholarship Guidelines

**IMPORTANT: Read these Guidelines before filling out your application.** There are different requirements for **New** and **Renewal** applicants. You are a **New** applicant if you've never received funding from Tanaq Foundation **or** you haven't received funding from Tanaq Foundation within the last year. You are a **Renewal** applicant if you have received funding from Tanaq Foundation during the last School Year. Be sure you know what is required of you as an applicant so that all of your information is submitted in a timely manner. Application Requirements:

**1. The Application** –New and Renewal Applicants must submit an application:

- **Renewal Applicants** are required to complete Sections 1, 2, 3, 6 and 7 of the Scholarship Application.
- **New Applicants** are required to complete and submit the Entire Scholarship Application - Sections 1, 2, 3, 4, 5, 6 and 7.
- Each question must be answered completely. If a question does not pertain to you, write in N/A for Not Applicable. Your Application must be received or postmarked by the deadline. There are no exceptions.

**2. Letter of Acceptance** – New Applicant Requirement – Renewal Applicant may not have to submit (read below):

- **Renewal Applicants** must only submit a Letter of Acceptance with their application **if** the student is moving to a new school.
- **All New Applicants** must submit a Letter of Acceptance with their application. Even if they are not new to that school, we will need a copy of their original Letter of Acceptance.

**3. Letter of Intent** – New and Renewal Applicant Requirement:

- **New and Renewal Applicants** must submit a Letter of Intent. We want to hear how you are

doing, what your goals are, and what your expected date of graduation will be.

**4. Official Class Schedule** – New and Renewal Applicant Requirement:

- **New and Renewal Applicants** must submit an Official Class Schedule. If you cannot, we will need an explanation in writing stating when we can expect this. This explanation must be received before the deadline. We will need your Official Class Schedule before your scholarship is issued.

**5. Official Transcript** – New and Renewal Applicant Requirement:

- **New and Renewal Applicants** are required to submit Official Transcripts with your application. Official Transcripts are in a sealed envelope or sent directly from the school via email to admin@tanaq.com. For students applying for fall funding, transcripts must be received by June 30<sup>th</sup>. For students applying for spring semester funding, your transcripts are due December 31st – **NO EXCEPTIONS.**

**6. Letter of Recommendation** –New Applicants only:

- **New Applicants** are required to submit a Letter of Recommendation. This letter can be from a school counselor, teacher, a previous employer, or from a leader in your community. It cannot be from a direct relative.

If for any reason you are unable to meet any of the requirements listed here, it would be in your best interest to submit a separate explanation in writing addressing the missing portion of your application. Address this letter to the Tanaq Foundation Board of Directors. All reasons will be researched by Tanaq Foundation. It is your responsibility to meet these requirements to be eligible for an award. If you have any questions or concerns about a specific requirement, we recommend you call Tanaq Foundation and get your questions answered before the deadline.

## **DEADLINES:**

If you are applying for the **Fall Semester**, the deadline for your completed application is **June 30<sup>th</sup>**.

If you are applying for the **Spring Semester**, the deadline for your completed application is **November 30<sup>th</sup>**. Transcripts for recipients in this category are due **December 31<sup>st</sup>**.

**All required documents must accompany the submitted Tanaq Foundation application to be eligible for the scholarship award. There are NO exceptions.**

# Tanaq Foundation Scholarship Guidelines

The Tanaq Board of Directors will be issuing scholarships using the following criteria:

**Scholarship Awards -**

Students must have at least a 2.00 Grade Point Average. Awards will pertain to two-year degrees, four-year degrees, Graduate and Master's degrees. The student must be going to school full-time.

**Part-Time Students Scholarship Awards -**

Will be considered on a case by case basis.

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**Policy on Distribution of Tanaq Foundation Scholarships** - Scholarship checks are mailed to the Financial Aid Office of the school you are attending. It is imperative that you provide us with that current address on your Scholarship Application.

**June 30<sup>th</sup> Applicants – Fall Semester Awards** - If you receive an award under this category, you will receive your full award in the fall.

**November 30<sup>th</sup> Applicants – Spring Semester Awards** - If you receive an award under this category, you will receive your full award in the spring.

**If you do not submit your official transcripts or official class schedules, you will not be eligible for a scholarship award.**

**Students only receive funding while they are in school.**

**Please contact the Tanaq office with any questions**

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