



WEAC Scholarship Guidelines (rev. 9/2018)

1. Purpose

The WEAC Scholarship is to encourage entrance into the field of education by children of WEAC members. (rev. 4/89; 4/92)

2. Eligibility:

- a. The applicant must be the child of a member in good standing. The applicant may also be the child of a person who died while holding membership. (rev. 7/97; 4/2015)
- b. The applicant must be a high school senior planning to pursue an education major or minor and intending to be employed in the education profession in Wisconsin.
- c. The applicant must rank in the top 25% of his/her graduating class or have achieved a 3.0 cumulative grade point average (based on a non-weighted 4.0 scale) at the time of application. (rev. 10/94)
 - a. The applicant must show evidence of involvement in school and community activities.
 - b. The applicant must be enrolled in a public school under supervision of a publicly elected school board.

3. Criteria:

The selection committee shall give first priority consideration to three criteria:

- a. grade point average,
- b. the applicant's essay,
- c. letters of recommendation and school and community activities,

The selection committee may consider other criteria, including financial needs, when making its decision.

The Kathy Mann Memorial Scholarship shall be awarded to a minority student who fulfills the criteria listed above. In the event that no minority student applies or meets the criteria, the Kathy Mann Memorial Scholarship shall not be awarded. In its place, a regular WEAC Scholarship shall be awarded.

4. Procedure

a. An applicant must submit the following on a form provided:

- (1) An affirmation or other information, as requested on the form, establishing that the applicant meets the selection criteria;
- (2) Cumulative grade point average calculated on a non-weighted four-point system; (rev. 10/94)
- (3) Class rank;
- (4) A listing of the applicant's involvement in school and community activities;
- (5) A statement provided by the parent or guardian concerning the applicant's family's financial situation, if the applicant wishes to have financial need taken into consideration.

b. An applicant must also submit:

- (1) A current official high school transcript;
- (2) Two letters of recommendation:
 - (a) One from a classroom teacher who is familiar with the applicant's academic performance and school activities;
 - (b) One from a community member, outside the school setting, who is familiar with the applicant's involvement in community activities.
- (3) An essay, not to exceed 300 words, stating why the applicant wants to enter the education profession and what he/she hopes to accomplish.
- (4) A statement signed by the applicant's guidance counselor or by administrative personnel certifying the applicant's cumulative grade point average on a four-point scale and certifying class rank.

c. The application form (attached as Form 6) shall include statements that no photographs are to be submitted and that applicants are to submit only the information and documents specifically requested.

d. Continuation of Eligibility

- (1) In order to continue eligibility, a recipient must maintain a cumulative grade average of 3.00 on a 4.00 point scale and must continue to be enrolled in an education major or minor.
- (2) In order to continue eligibility after the first year of receiving a WEAC scholarship, a recipient's advisor must submit a statement signed by that advisor certifying that the recipient is enrolled in an education major or minor and is maintaining a 3.00 average on a 4.00 point scale. Such statement must be received

by WEAC directly from the advisor no later than July 1 of each year. It is the responsibility of the recipient to ensure that the advisor writes and mails the appropriate statement in a timely manner.

- (3) A recipient may retain eligibility for up to one year of non-attendance at a college or university for health reasons. In order to retain eligibility the recipient must submit a statement from a physician explaining the reason(s) for non-attendance. Such statements must be submitted at the beginning of each school term. During the period of non-attendance the student will not receive the scholarship payments. Scholarship payments and eligibility will be extended for a time equal to the period of non-attendance for health reasons. (rev. 10/89)
- (4) The recipient's parent must remain a member in good standing. If the recipient's parent/guardian dies while a WEAC member, the recipient would remain eligible to receive the scholarship. (rev. 2/2015)
- (5) If the parent's membership is not continued and the scholarship is discontinued, the recipient may appeal to the WEAC Board of Directors. (new 2/2015)

e. Method of Payment

- (1) Those chosen to receive the scholarship will be granted \$1,450 per year for up to four years of study, to be used to pay for all or part of the recipient's fees and tuition, provided he/she remain eligible. Each year one scholarship may be designated the Kathy Mann Memorial Scholarship. WEAC scholarship recipients will be awarded membership in the Student WEA in order to remain eligible for the continuation of the WEAC Scholarship.
- (2) Recipients of the WEAC Scholarships will provide WEAC, no later than July 1 of each year of the scholarship, the name and address of the institution they plan to attend.
- (3) WEAC will transmit the full amount of the annual scholarship to the recipient's institution prior to the school year.
- (4) WEAC will arrange for the institution's registrar to apply the funds, in equal installments, to the recipient's fees and tuition upon the recipient's registration at the beginning of each term.
- (5) The transmittal documents will require that funds which are not used by the institution in accord with section 4 above for any reason, will be returned to the WEAC by the institution at the end of the school year.

f. Selection Committee

- (1) The Community Outreach and Family Involvement (COFI) Committee will select the scholarship recipients. (rev. 2/2015)

- (2) Members whose children apply for the scholarship shall be ineligible to serve on the committee.
- (3) The selection committee shall select four applicants to receive a WEAC scholarship and four additional applicants to serve as alternates. The committee shall rank its selections. In the event that one or more of the applicants chosen to receive a scholarship become(s) ineligible for the award or part of the award, the remaining funds shall be given to the alternates in the order ranked by the committee.
- (4) To avoid the appearance of partiality, committee members shall be required to disclose to the committee the names of applicants or the parents of applicants they know personally.
- (5) The committee will announce its selections at the April Board of Directors meeting. The awards will be given to the scholarship winners at the annual Representative Assembly.