

If I am awarded a scholarship, when and how will I receive it?

We will notify you of our decision by US Mail by mid June. In late June, we will hold a Scholarship Ceremony. At the award ceremony, you will receive further instructions on claiming your scholarship, as well as a Certificate of Accomplishment.

Generally, scholarship award checks are issued once you provide documentation that you are enrolled as a full time student at a college or university. If you are attending summer classes, you may submit your schedule/proof of enrollment as soon as you receive it; you do not have to wait until the fall to claim your award. Scholarship checks are issued in the scholarship recipient's name; **they are not mailed directly to the college/university** you will be attending.

What if I change my mind about the college I will be attending in the fall?

If you change your mind, you must provide us with the name, address and telephone number of the college you will be attending, as well as a copy of the acceptance letter. Proof of full time attendance (class schedule & student ID) must be provided before we can process any payments.

Will I receive the scholarship money directly, or will the scholarship be applied to my tuition?

You will receive a check made out and mailed directly to you. A copy of your award letter will also be mailed to your parent(s) or legal guardian. **It is critical that you inform us of any change in address as soon as possible. If you do not notify us it could cause lengthy delays in receiving your award.**

Can my scholarship be withdrawn?

The Buffalo Urban League reserves the right to withdraw scholarships if the recipient fails to provide us with proof of college enrollment for the fall semester. In your award letter, there will be information regarding the type of proof that is required as well as the deadline date for submitting this information.

Congratulations on your decision to continue your education!

www.buffalourbanleague.org

The Community Foundation is also accepting scholarship applications at this time. Scholarship applications must be completed online at www.cfgb.org no later than March 1st, 2012. Please note that the CFGB's application requirements are different than the Buffalo Urban League's; please pay close attention as their instructions have changed.



Buffalo Urban League Scholarship Program

January, 2012

FREQUENTLY ASKED QUESTIONS

Thank you for your interest in the Buffalo Urban League Scholarship Program. The Buffalo Urban League provides scholarships to assist individuals attending college, ranging from one time awards of \$250.00 to four year awards of up to \$4,000.

The following are frequently asked questions and answers about the Buffalo Urban League Scholarship program. If you have any additional questions, please call Sheronica Jones at (716) 250-2423 or Pam Arbogast at (716) 250-2424 or email us at scholarships@buffalourbanleague.org.

Who may apply for the Buffalo Urban League Scholarship?

All High School Seniors or recent GED recipients (within the current academic year), who plan to attend college in the fall of 2012, are eligible to apply for the Buffalo Urban League Scholarship. To be eligible for scholarship consideration you must have an acceptance letter from the college you are planning on attending in the fall and you must have applied for Federal Student Aid (www.fafsa.ed.gov). If you are a current COLLEGE STUDENT and wish to apply for a Community Foundation for Greater Buffalo scholarship, please visit www.cfgb.org to apply directly from their website.

What criteria does Buffalo Urban League use for awarding Scholarships?

Scholarship awards are provided in consideration of financial need, academic achievement, character, and community service participation.

How do I apply for the Buffalo Urban League Scholarship?

Scholarship applications are available through schools, colleges, churches, and community organizations as well as our website at www.buffalourbanleague.org, or by picking one up at any of our locations.

Completed applications should be mailed to:

Buffalo Urban League
15 Genesee Street
Buffalo, NY 14203
Attn: Scholarship Committee

You may also email your completed application to scholarships@buffalourbanleague.org. Please note that the signature page **must** be sent via US Mail or dropped off before an emailed application is considered.

Applications must be postmarked no later than March 14, 2012.

What is an EFC and why is it so important?

EFC stands for Expected Family Contribution. The EFC is the amount of money your family will be expected to contribute to your education. The EFC can be found on your Student Aid Report. This is the report returned to you after you have completed the FAFSA. If you filled out a FAFSA (<http://www.fafsa.ed.gov>) online, you will be able to access your account using the user name and password you set up to print out your SAR.

What happens after I submit my application?

After your application is submitted, you can expect the following to occur:

- ✓ The application will be thoroughly checked to ensure it is complete.
- ✓ Once it is initially reviewed, it is entered into our database and given either a "complete" or "incomplete" status. It is your responsibility to call us to check on your status.
- ✓ Scholarship interviews will be scheduled in April, 2012.
- ✓ Scholarship award letters/denial letters will be sent in June, 2012.
- ✓ The Scholarship Awards Ceremony will be held at the end of June, 2012.

What are you looking for in a scholarship essay?

The required essay is the main element of your application that tells the interviewers about you. Make your essay personal, clear and concise. It is best to type your essay, if at all possible, using a 12-point font, double spaced. The essay must be between 300 and 500 words. If you can't type your essay, please print **neatly** in ink. The essay we receive must reflect the topic we outlined in the application itself. Please **do not** send us an essay that you have previously written for college admission. We would like to know, specifically, what your future goals are and how a college education will help you achieve them. Essays **MUST** be submitted with your application.

Who should I ask to write my letters of recommendation?

You should choose individuals who know you well and can write about your skills, accomplishments, ambitions and abilities. If possible, we suggest that at least one of your recommendations be from a teacher who has taught you coursework that is relevant to your college goals. Letters of recommendation may be submitted separate from the rest of the application package, provided the letters are postmarked by the March 14, 2012 deadline. If you expect your letters of recommendation to arrive under separate cover, then we advise you to call us to ensure we received them.

I haven't received my acceptance letter or student aid report yet, can I still apply?

Yes, you may still apply for the Buffalo Urban League Scholarship; however, you must have a college acceptance letter and your student aid report by the time you are scheduled for your scholarship interview.

Can I attach a résumé?

Yes, you may attach a resume. If you decide to attach one, please note that you must still fill out the application in its entirety. A resume would be considered a supplement to your application.

Please do not answer any questions on the scholarship application with "see resume."

How will you communicate with me regarding my scholarship application?

You are required to provide the Buffalo Urban League with your street address, your telephone number, an alternate telephone number and an email address. We may contact you by any or all of the methods above. If this information changes, please call Sheronica Jones at (716) 250-2423 or Pam Arbogast at (716) 250-2424 or email us at scholarships@buffalourbanleague.org immediately so we can update our records.

Can I email you my completed application and essay?

Yes; however, we will still need an original signature from you and your parent(s). You may complete the last page and send it through the US Mail. If you use this method, please contact Pam Arbogast at 250-2424 or email us at scholarship@buffalourbanleague.org to ensure we received it.

Who do I contact with questions?

If you have questions regarding the scholarship application, please contact either Sheronica Jones at (716) 250-2423 or Pam Arbogast at (716) 250-2424. You may also send an email to scholarships@buffalourbanleague.org.

Is an interview a required part of applying for the scholarship?

Yes, all scholarship applicants must be interviewed! We want to get to know you better. Interviews will be held in April. You will be notified by mail and/or phone of your interview time and date.

Please show up a few minutes early for your interview. This interview will be conducted by members of our community. Please make sure you are dressed appropriately for the interview. For males, we suggest a dress shirt & pants or jeans. For females, we suggest a dress shirt & pants or jeans, or skirt or dress. No shorts, t-shirts, or halters, please! We will also take a picture of you. These pictures may be used for marketing and promotional purposes in the future. You will be asked to sign a release form prior to having your picture taken.

This is also a good time for you to bring in any missing information, or update the information you have already submitted (examples: updated report card, change in phone number or mailing address, student aid report, financial aid packages, etc.) **Essays MUST be submitted with your application and will not be accepted at the interview.**