

NASPD SCHOLARSHIP PROGRAM

Frequently Asked Questions

Who is eligible to apply?

Those eligible to apply include any high school senior, college freshman, sophomore, or junior who is the child, step-child or grandchild of an employee of an NASPD member company. Children, stepchildren or grandchildren of Corporate Officers and Board Members of member companies are not eligible to apply.

When can I apply?

Students can apply online between January 24 and April 1.

How do I get an application?

Applications are available online. Applicants can apply at <https://www.scholarshipadministrators.net> Access key: NASPD. Paper applications are available from your parent's employer.

Do my high school transcripts have to accompany my application or can they be mailed separately?

All documents, including transcripts, must arrive in the same package for submission to be considered complete. **Incomplete applications will not be considered.**

Is the deadline a postmark date or does it need to be in the scholarship administrator's office by this date?

The deadline for the program is a postmark date (April 1).

Can I send in the application materials after the indicated deadline?

No. All scholarship applications **must** be postmarked by the indicated postmark deadline.

I have several college choices. Which one should I list on the application?

The student should put their first choice college on the application. It will be the recipient's responsibility to make certain S.P.A. is aware of the student's final choice so their check can be issued accordingly.

What are the selection criteria?

The selection of winners is based on the applicants' community involvement, essay content, letters of reference, academic records and timely and accurate completion of the Scholarship Competition application.

What are the details of the award?

Each year, NASPD will award up to five scholarships in varying amounts. The number and amount of the awards will be determined by the number of qualifying applicants.

How long must my parent be employed before I can apply?

To be eligible, a parent or legal guardian must be employed full-time with an NASPD member company working a minimum of 30 hours a week. In addition, he or she must have been employed for at least two years as of January 1 of the year in which the scholarships are awarded and still be employed at the time awards are announced.

Will I lose the scholarship if my parent leaves the company?

If your parent is an eligible employee at the time you receive notification that you have received an award, you will retain the award for the full academic term.

How do I know that my application was received?

You can check the status of your application by returning to <https://www.scholarshipadministrators.net> and click the 'Check Application Status' link. Enter your AIN, first and last name.

What if I need to make changes to my application?

To make changes to your application, return to <https://www.scholarshipadministrators.net/> and click the "APPLY for a new scholarship" link. Using Login Option 2, enter your access key (NASPD), Application Identification Number and name to re-enter the application process. Click on each tab until you reach the section that needs to be corrected or updated; make changes as necessary and print a new Cover Page for your records. You do not have to resubmit paperwork unless there is a change in test scores or class rank and/or size, **prior to the Postmark deadline.**

How long before a winner is determined?

Winner(s) for a scholarship are determined usually two months after a deadline has passed.

When do I get my check?

Check will be mailed on or about August 1.

How do you issue the checks?

Scholarship checks are made payable to the college or university only and are mailed to the student's permanent home address. It is the student's responsibility to deliver the award check to his/her institution's financial office.

How may my award check be applied and can I have it made payable to me?

Scholarship funds are to be applied to educational expenses which include tuition and fees, books and supplies required for course load. Checks are made payable to the college or university only.

If I'm a winner, how am I notified?

Approximately two months past a deadline, we will have determined winners for the scholarship. We will first attempt to reach you by e-mail. If we do not receive a reply in 10 days, we will attempt to phone you at the phone numbers you provide.

If I don't win a scholarship, how am I notified?

Approximately two months past a deadline, we will have determined winners for the scholarship. Once we confirm that the winners remain eligible to receive the award, we will send an e-mail to applicants who were not named as winners. Past experience indicates that e-mails are sometimes not received or successfully delivered. Be certain to provide us with your most current e-mail address.

Can I receive feedback on my application if I do not win?

No. Winners are selected by an impartial selection committee. Decisions of the selection committees are final and are not subject to appeal.

What if my mailing or college information changes, how can I update it?

If, after the program deadline, you need to change or update your mailing or email address, and/or college information ONLY, you can do so by returning to <https://www.scholarshipadministrators.net/> and clicking the 'Edit Mailing Address' or 'Edit College Information' link. Enter your AIN, first and last name. Click the 'Edit Address/College' button and make the necessary changes.

Any changes to your actual application must be done through the application process before the program deadline. Once the deadline has passed you will not be able to update or access your application. If there are any corrections to your SSN, last or first name, email the detailed information along with your AIN to info@spaprog.com.

Are scholarships taxable?

Tax laws vary by country. For example, in the United States, scholarship funds used exclusively for the payment of tuition or textbooks are normally not taxable. The scholarship recipient is responsible for taxes, if any, that may be assessed against your scholarship award. We recommend consulting your tax advisor for more guidance.

Where do I send my completed application packet?

Mail your complete application packet with all supporting documents postmarked by the appropriate deadline listed on the cover page, to:

**NASPD Scholarship Program
c/o Scholarship Program Administrators, Inc.
P.O. Box 23737
Nashville, Tennessee 37202-3737**

Questions

For additional information regarding the scholarship program contact:

Scholarship Program Administrators, Inc.

Fax (615) 320-3151

Email: <https://www.scholarshipadministrators.net/EmailRequestForm.asp>

Access Key: NASPD