Vincent de Paul Scholarship Program

THE PROGRAM
SCL Health has established this scholarship program to assist associates’ children who plan to pursue postsecondary education in college and vocational programs. Scholarships are offered each year for full-time study at any accredited postsecondary institution of the student’s choice. Awards are granted without regard to race, color, creed, religion, gender, disability, or national origin.

Vincent de Paul was born in a tiny village in France in the 16th century. He was from a family of simple, hardworking peasants. Vincent was, for all practical purposes, illiterate until the age of fifteen when he was finally sent to school. Vincent de Paul went on to found, with Louise de Marillac, the religious order known today as the Daughters of Charity, and all Sisters of Charity consider Vincent de Paul part of their roots. Vincent was devoted to the alleviation of human suffering and established several hospitals in France. Because Vincent has such strong ties to the Sisters of Charity, education, and hospitals, we have chosen to name this scholarship program after him.

This scholarship program is administered by Scholarship America®, the nation’s largest designer and manager of scholarship, tuition assistance and other education support programs for corporations, foundations, associations and individuals. Awards are granted without regard to race, color, creed, religion, sexual orientation, gender, disability or national origin.

ELIGIBILITY
Applicants to the Vincent de Paul Scholarship Program must be -

- Dependent children and stepchildren, age 25 and under, of regular full-time and part-time benefit eligible associates of SCL Health or its affiliates. Such associates must be normally scheduled to work at least 40 hours per bi-weekly pay period and be employed at least one year and have worked at least 1,000 hours as of the application deadline date, and

- High school seniors or graduates who plan to enroll or students who are already enrolled in full-time undergraduate study at an accredited two- or four-year college, university, or vocational-technical school for the entire upcoming academic year.

AWARDS
If selected as a recipient, the student will receive an award ranging from $500 to $3,000. Awards are not renewable, but students may reapply to the program each year they meet eligibility requirements.

Awards are for undergraduate study only.

APPLICATION
Interested students must complete the attached application and mail it along with a current, complete transcript of grades to Scholarship America postmarked no later than March 10. Grade reports are not acceptable. Unofficial transcripts must display student name, school name, grade and credit hours earned for each course, and term in which each course was taken. Applicants will receive acknowledgment of receipt of their application. If an acknowledgment email is not received within three weeks, applicants may call Scholarship America to verify that the application has been received.

Applicants are responsible for gathering and submitting all necessary information. Instructions for completing the Financial Data section of the application follow. Applications are evaluated on the information supplied; therefore, answer all questions as completely as possible. Incomplete applications will not be evaluated. All information received is considered confidential and is reviewed only by Scholarship America.
SELECTION OF RECIPIENTS
Scholarship recipients are selected on the basis of academic record, demonstrated leadership and participation in school and community activities, volunteering, honors, work experience, statement of goals and aspirations, unusual personal or family circumstances, and an outside appraisal. Financial need as calculated by Scholarship America must be demonstrated for the student to receive an award.

Selection of recipients is made by Scholarship America. In no instance does any officer or associate of SCL Health play a part in the selection. All applicants agree to accept the decision as final.

All Applicants will be notified in mid-April. Not all applicants to the program will be selected as recipients. Students may reapply to the program each year they meet eligibility requirements.

PAYMENT OF SCHOLARSHIPS
Scholarship America processes scholarship payments on behalf of SCL Health. Payments are made in one installment on August 1.

OBLIGATIONS
Recipients have no obligation to SCL Health. They are, however, required to notify Scholarship America of any changes in address, school enrollment, or other relevant information and to send a complete transcript when requested.

REVISIONS
SCL Health reserves the right to review the conditions and procedures of the scholarship program and to make changes at any time including termination of the program.

ADDITIONAL INFORMATION
Questions regarding the scholarship program should be addressed to:

Vincent de Paul Scholarship Program
Scholarship America
One Scholarship Way
Saint Peter, MN 56082

Telephone: (507) 931-1682
INSTRUCTIONS FOR COMPLETING THE FINANCIAL DATA SECTION OF THE APPLICATION

The Financial Data section of the application should be completed by the associate. Information should be from a completed tax return or based on estimated information to be filed with the IRS.

1. **State of residence** is the state where the parents reside and pay state income tax.

2. **Adjusted gross income** can be found on IRS FORM 1040 and is gross income reduced by specific adjustments allowed by law.

3. **Total federal tax paid** includes the total amount of federal income tax to be paid as reported on IRS FORM 1040. This is not the amount withheld from associate’s paychecks. (The amount withheld should be adjusted by any refund or additional taxes due.) Do not report state income tax.

4. **Total income** of parent(s) should be reported individually. Provide information for both natural parents, when possible. If the student resides with only one parent, financial information must be received from the associate or member of the company sponsoring the scholarship program and from the parent who claims the child as a dependent for tax purposes. If a parent has remarried, the spouse’s information is required if the spouse is a legal guardian of the student, or claims the student as a dependent, or the student is included in the spouse’s benefit plan. If necessary, two Financial Data sections may be submitted by the student. A copy of the Financial Data section may be made in order for one to be completed by each parent.

5. **Untaxed income and benefits** include any other income or benefits not included in the adjusted gross income figure. Do not include untaxed contributions to retirement plans.

6. **Medical and dental expenses** include only those expenses not paid by insurance. Do not include premium payments.

7. **Total cash, checking, savings, cash value of stocks, etc.** includes liquid assets that can be used for educational expenses. Do not include IRA, 401k, or other retirement plan funds.

8. **Total number of family members living in the household** and primarily supported by the reported income may include:
   - the applicant
   - the applicant’s parents
   - other children living in the household
   - dependent college students living away from home
   - other people who live in the household and receive more than half of their support from the reported income

   Independent students should only report those individuals who are supported by the reported income.

9. **Marital status** is the current status of the person from whom the financial information is submitted.

10. **Of the total number of family members on line 8, number of students attending college** includes family members attending a two- or four-year college, university, or vocational-technical school at least half-time. Include the applicant in this number. Do not include parents.

**NOTE:** Any exceptions to providing financial information as instructed above must be submitted to Scholarship America in writing.