



## **Pella Rolscreen Foundation**

### **Scholarship Information Sheet**

The Sons and Daughters Scholarship Program provides financial assistance to sons and daughters of Pella Corporation employees who are selected to receive Scholarships or Pella Family Scholarships through an application process.

We're pleased to be able to offer these scholarships and sincerely hope that students who benefit from them will be able to make significant contributions to society.

#### **Types of Awards**

- 1) Scholarships up to \$1,500 annually for a maximum of four years.
- 2) Pella Family Scholarships of up to \$1,500 annually for a maximum of four years.

All awards may be used only for tuition and academic fees (matriculation and graduation fees can be included, provided they are charged to all students) charged in connection with the student's selected course of study up to the maximum amounts. Checks will be sent directly to the school at the beginning of each school year payable jointly to the school and the student. Full instructions will be mailed to each student prior to beginning the school year.

#### **Eligibility**

- 1) Applicant must be a son or daughter of a Pella Corporation employee who has completed one of more years of continuous service with Pella Corporation by January 1, 2010.
- 2) The employee must be actively employed at the time of the application.
- 3) Sons and daughters of deceased or retired employees with one or more years of continuous employment with Pella Corporation and who were full-time employees immediately prior to death or retirement are eligible to apply.
- 4) Applicants must be seniors at high schools within the United States.
- 5) Sons and daughters include adopted children of employees, stepchildren who reside with the employee, and children whose legal guardian is an employee.
- 6) Applicants must have scholastic standings in the top one-half of their class covering the first three and one-half years of high school studies.

#### **Application Procedure**

All completed forms, reports, and other information listed on the cover letter in the application packet must be received at Pella Corporation, Attention: Leanna Hafften, 102 Main Street, Pella, Iowa, 50219 on or before March 12, 2010.

Under no circumstances will incomplete applications or materials received after March 12, 2010, be considered by the Scholarship Committee. It is the applicant's responsibility to ensure that all materials have been received by March 12, 2010.

Confirmation of receipt of application can be obtained by contacting Leanna Hafften at 641-621-6483 or hafftenlr@pella.com after your materials have been submitted.

#### **Choice of College**

Scholarship recipients may enroll as degree candidates in any community college, professional school or college, or university in the United States, providing that the school selected is accredited by the regional accrediting association for that area.

## **Course of Study**

Scholarship recipients may pursue the educational program of their choice.

## **Payment of Awards**

Scholarships are mailed directly to the institution for appropriate disposition. Winners of Scholarships will be contacted prior to the beginning of the fall school term and given details necessary to process the grant. Pella Family Scholarships will be administered by Gary and Anne Christensen, who will contact winners directly to make appropriate arrangements.

## **Selection of Award Winners**

Winners are selected by a scholarship committee on the basis of:

- Indication of excellent character
- Leadership potential
- Scholastic performance
- Subjects taken
- Class rank
- ACT or SAT scores
- Essay questions

For Pella Family Scholarships, special consideration will be given to those who exhibit the six pillars of character outlined in the CHARACTER COUNTS! Program. They include trustworthiness, respect, responsibility, fairness, caring, and citizenship.

## **The Scholarship Committee**

The Scholarship Committee is comprised of impartial evaluators who are not employed by or connected to Pella Corporation.

## **Winners' Responsibilities**

- 1) The acceptance of a Scholarship or Pella Family Scholarship carries with it no obligations to Pella Corporation other than the obligation of the student to observe the rules of the Scholarship Program.
- 2) Each winner through this program must enter school by the fall of the award year and must continue without interruption except for usual vacation periods, illness, active duty military training, or other cause approved by the Foundation providing the award.
- 3) Winners must complete their course of study in the normal prescribed time required to attain a degree, earning as a full-time student the normal number of hours, quality grades, and credit points contemplated under the academic program.
- 4) If the student meets the normal academic progress specified by the institution and if all other qualifications are met, each winner will receive grants for a maximum of four years of academic study.
- 5) Winners must ensure that their school forwards a grade transcript to the Administrator of the Pella Rolscreen Foundation at the end of each academic year.

## **Revocation of Scholarship**

- 1) Any Scholarship or Pella Family Scholarship may be revoked at any time if the scholarship student fails to comply with his or her responsibilities as outlined above.
- 2) A Scholarship will not be revoked because a parent or guardian ceases to be an employee of Pella Corporation.
- 3) If the amounts received as part of this scholarship program are not used in furtherance of the education of the winner, the awards extended shall be repaid by the individual to the Foundation providing the Scholarship.