



Panhandle State Foundation

2018-2019 Scholarships

If you were awarded a scholarship: You must accept your scholarship by emailing a thank you letter and personal picture to opsufoundation@opsu.edu by **APRIL 20TH, 2018**.

If you wish to **decline your scholarship**, please notify opsufoudation@opsu.edu and we will contact the alternate to receive the scholarship. Once declined, scholarships cannot be reinstated.

If you were selected as an alternate: You are next in line for the scholarship if the recipient is deemed ineligible for any reason. Nothing is required of you at this time. If you become eligible for the scholarship, we will notify you as soon as we can regarding what is required of you.

Acceptance Policy

Congratulations on being selected for a Panhandle State Foundation scholarship! Panhandle State Foundation scholarships are made possible by generous contributions from donors who believe in the importance of a college education and want to invest in the future of Panhandle State students. All scholarship recipients are required to write a thank you letter to the donor of the scholarship they were selected for and provide a picture for the donor. Thank you letters and pictures must be submitted to Panhandle State Foundation no later than April 20th, 2018. Your thank you letter will also serve as your acceptance of the scholarship. Make sure your letter demonstrates that you are the kind of student our donors can be proud to support. Your words will remind donors of the impact of their scholarship gift, and many of them will continue to give additional scholarship funds because they know their gifts are deeply appreciated and that they are helping deserving Panhandle State students realize their potential.

Thank You Letter Guidelines

A THANK YOU LETTER AND PICTURE must be submitted by April 20, 2018 for each 2018-2019 scholarship you have been awarded. The OPSU Financial Aid Office will be notified of your scholarship amount. Failure to submit your letter and picture by the deadline will result in your scholarship being rescinded.

We will format your letter and picture to send to your donor.

1. Please type your thank you letter in **Word**.
2. **DO NOT DATE** your letter. Letters will be mailed during the Fall semester.
3. Please type the name of the scholarship you have been selected for, your name, return address, email and/or phone number at the top left of the letter.
4. Please use the salutation **Dear Donor**. To keep our donor's contact information confidential, we will send your letter and picture to your donor.
5. Letters should be at least **2 paragraphs in length**.

Suggestions of things to include in your thank you letter:

Your Name, Hometown, Name of parents

Name of High School graduated from / year of graduation

Why you chose to attend OPSU

Classification: FR, SO, JR, SR

Major / Minor / Why you chose your major or minor

Academic goals / Professional ambitions

Clubs / Organizations / Sports - from High school or at OPSU

Awards / Honors / Accomplishments

Hobbies / Interests

Tell the donor what this financial assistance means to you.

Thank the donor for making the scholarship available through the Panhandle State Foundation Scholarship Program, rather than selecting you. **Donors do not make the selections. Donors provide the funding!**

6. Proofread your letter carefully! Check for grammatical and spelling errors.
7. Select a **personal picture** (head and shoulders). Please do not send selfies or group photos. Your picture may be edited to fit our thank you letter format and may be used in various publications or newspapers so please send an APPROPRIATE picture.
8. **Email your thank you letter and your picture to opsufoundation@opsu.edu by April 20, 2018.**

Scholarship Disbursement Policy

Scholarships awarded through Panhandle State Foundation are paid directly to the student's OPSU account each semester, if all requirements have been met. Payments will be made according to the payment plan established by the donor. Most scholarships are paid one-half each semester, but some are paid in full in the Fall semester. Payment schedule is noted on your award email.

Requirements for first semester distributions:

1. Thank you letter and picture submitted by April 20, 2018.
2. Verification of enrollment in a minimum of 12 credit hours at OPSU*.

Requirements for second semester distributions:

1. Verification of enrollment in a minimum of 12 credit hours at OPSU*.
2. Verification that second semester scholarship requirements have been met –this is only for recipients

of the below listed scholarships:

Second Semester Scholarship Eligibility Requirements:

(Based on Overall GPA scores)

John Goodwin Scholarship – must maintain a 3.0 GPA

Ruth and J. R. McCaull Scholarship – must maintain a 3.0 GPA

Guymon Lions Club – must maintain a 2.0 GPA

Masonic Club - must maintain a 2.0 GPA

Panhandle Lions Club - must maintain a 2.0 GPA

OPSU Staff Scholarship - must maintain a 2.0 GPA

Athletic, Choir, Band, Rodeo, and Livestock Judging team scholarships can be rescinded if you no longer participate in the activity.

*OPSU will verify enrollment each semester after the last day to drop or withdrawal with refund has passed (usually two weeks into the semester). After verification is complete, Panhandle State Foundation will transfer the scholarship funds to OPSU to apply to the recipient's account. If recipient's account is paid in full, OPSU will issue a refund to the student. OPSU usually issues refund checks after financial aid has posted. Please check your OPSU student account for your scholarship funds a few days after the last day to drop or withdrawal with a refund has passed.

(The OPSU Staff Scholarship only requires enrollment in 6 credit hours per semester and the Taylor-Reynolds-Hensley Memorial Nursing Scholarship only requires enrollment in 9 credit hours per semester.)

Contact the Foundation office at opsufoundation@opsu.edu if you have any questions.