



Title: Scholarship Administration Policy

Purpose: This document provides a framework to determine the eligibility for scholarship awards.

Scope: This policy applies to all the Board of Directors and members of 7x24 Exchange DC Chapter

Responsibility: The Board of Directors is responsible for managing the administration of the scholarships.

General Policy Statement:

- Every individual has the right to apply for a scholarship, regardless of relation to the Board of Directors
- Every applicant must meet all of the evaluation criteria to be considered for a scholarship.
- The Scholarship Committee Review Board will be created yearly to review the potential applicant pool and evaluate the applicants.
- Any Board member who has a relative as an applicant can not be apart of the applicant reviewal process or be on the Scholarship Committee Review Board.
- The amount of the scholarships will be determined during the applicant review process.
- The Board of Directors will hold a vote for awarding the scholarships based on the recommendation from the Scholarship Committee Review Board.

Disciplinary action: Any violation of the policy will result in the award money being revoked and/or required to be repaid to 7x24 Exchange DC Chapter.

Relevant documents: 7x24 Exchange DC Chapter Scholarship Evaluation Form, 7x24 Exchange DC Chapter Scholarship Schedule