



## SCHOLARSHIP APPLICATION GUIDELINES

The American Quarter Horse Foundation provides financial assistance to members of AQHA and AQHYA through general, career path and state or regional scholarships.

Scholarship recipients are selected based on academic achievement, financial need and Quarter Horse involvement, as well as the applicant's outstanding leadership and communication skills. Notification will be mailed to all applicants beginning in May 2018.

**Deadline for applications is December 1, 2017.** Applications must be postmarked on or before the deadline date. Questions or inquiries are encouraged and should be directed to the American Quarter Horse Foundation's Programs Office at (806) 378-5040 or [lowens@aqha.org](mailto:lowens@aqha.org).

- Applications may be downloaded at [www.aqha.com/foundation](http://www.aqha.com/foundation)
- Applications must be completed in full and should be printed neatly or typed in black or blue ink. A complete list of required support materials is located in this document.
- Additional attachments will NOT be accepted for consideration and may result in application disqualification. Undesired attachments include resumes, extended lists of awards or other special recognition events, and extended answers to application questions.
- DO NOT staple application materials, instead use paper or binder clips to secure all submitted items.
- DO NOT place applications in binders, folders or protective sheet covers.
- Faxed or emailed applications will NOT be accepted.
- Incomplete or late applications will NOT be considered.
- **Application materials should be mailed to the following address:**

American Quarter Horse Foundation  
Scholarship Program  
2601 East Interstate 40  
Amarillo, TX 79104

## **APPLICANT ELIGIBILITY**

Eligibility of applicants will be based on the individual criteria and requirements provided for each scholarship offered. A complete list of available scholarships is on our web site. The following items must be included with each member's application. Applicants are ineligible for consideration if one or more support materials are not submitted by the scholarship deadline.

Applicants will submit a nonspecific application which will be evaluated against individual scholarship criteria in order to determine eligibility. All determinations will be made by the Scholarship Selection Taskforce. Selected recipients may receive only one scholarship.

**It is the scholarship applicant's responsibility to contact the Foundation in order to determine if all scholarship application materials have been received.**

**AQHA Membership:** Applicants should be a current member of the American Quarter Horse Association and or American Quarter Horse Youth Association in order to apply. Additional length of membership requirements are listed for each available scholarship. Year(s) of cumulative membership for the applicant are used to calculate if each requirement has been completed. Membership information posted for the applicant's parent(s) or guardian(s) will also be examined by the Scholarship Selection Committee or Taskforce to verify eligibility. If you have any questions regarding the completion of this requirement, please contact the Programs Office for more information.

**Financial Information:** Members must provide personal financial information, including anticipated college expenses. Financial questions are included within the scholarship application document. Feel free to contact the Programs Office if you have any questions regarding the completion of this requirement.

*Failure to provide financial information will result in application disqualification.*

**Academic Transcript:** Applicants must provide a recent school transcript. Transcripts should contain a cumulative scholastic average ending with the 2016-2017 academic year. This average must be expressed either as a numerical percentage, such as 97/100%, or as a ratio including the scale on which it is based, such as 3.88/4.0 scale. A copy of the school's grading system, or a letter from a school official explaining the school's grading scale should accompany your application. It is the student's responsibility to request and submit the required transcript by the deadline indicated.

*Failure to provide academic information will result in application disqualification.*

Transcripts forwarded directly to the Programs Office from the student's school and or college will be accepted. However, all academic documents must also be received no later than the application deadline referenced. We recommend the applicant request their transcript at least six-weeks prior to the application deadline in order to allow the school adequate time for processing.

Applicants enrolled in advanced placement, dual credit and or college preparatory courses should provide an official transcript from each school the applicant is attending. If the student's high school transcript contains the scoring information from dual credit and or college courses, then a transcript from the college attended will not be required. All documents should have an official signature or school seal.

All requirements and conditions also apply to home-schooled applicants.

Canadian/International applicants' transcripts should include a letter or documentation regarding grades, marks or the appropriate denotation for the school's scoring system. The letter must clearly state the system and ranking used to determine scoring. International applicants should provide a report of any national college preparatory testing or a completed equivalent.

**Letters of Reference:** Members must provide three letters of reference or completed Scholarship Applicant Appraisal Forms. Use of appraisal forms is optional. Forms are included within the scholarship application document for your convenience.

Reference providers or appraisers must be at least 21 years of age. References may NOT be completed by the applicant's legal guardian, relative, AQHA and Foundation staff, Foundation Council or AQHA Executive Committee members and or spouses. However, forms or references completed by an AQHA Director not directly associated with the scholarship selection process will be accepted.

Students applying for the Britney Joe Unbridled Spirit Scholarship must provide at least one recommendation letter from an active Kentucky Quarter Horse Association board member.

If you have questions regarding the eligibility of an appraiser or reference provider, please contact the Programs Office for details.

*Failure to provide appraisal forms will result in application disqualification.*

References or appraisal forms forwarded directly to the Programs Office from the appraiser will be accepted. However, all documents must be received no later than the application deadline referenced. It is the student's responsibility to request and submit the required references by the deadline indicated.

**Affiliate or Partner Membership:** Members eligible for state and regional or partner organization scholarships must provide evidence of membership in that organization. Evidence may be provided through copies of a current membership card, certificate or letter provided by an organization official.

*If applicable, failure to provide proof of membership(s) will result in application disqualification.*