

PROCEDURES FOR NTHS/FBLA SCHOLARSHIPS

Description of Scholarship

This scholarship is designed to recognize two FBLA members who are also members of the National Technical Honor Society.

Application Receipt Deadline

April 15

Individual Award

\$1,000 per scholarship

Scholarship Eligibility Guidelines

Eligible NTHS/FBLA Scholarship candidates must be current, dues-paid members of both NTHS and FBLA. Eligible applicants may apply only once during the application submission timeframe. All NTHS/FBLA scholarship funds shall be paid directly to accredited educational institutions, certificate organizations, continuing education and/or online programs. NTHS reserves the right of discretion to determine accreditation credentials of usage request(s). Scholarship monies shall never be paid directly to an individual. Scholarship recipients may only win one NTHS/FBLA scholarship per lifetime.

Scholarship Application Deadline

Eligible applicants should complete the FBLA provided scholarship application before the deadline. Application deadline will be published in the scholarship details on the NTHS national website. All eligible dual-membership NTHS/FBLA members who have submitted a completed application before the deadline will be considered.

Scholarship Selection

Once the NTHS/FBLA Scholarship application deadline has expired, FBLA appointed scholarship reviewers will review eligible applications and select potential recipients. FBLA should forward the potential recipient's name, school name and city to NTHS for member verification. If verified, the potential recipient will become an official recipient. If NTHS membership cannot be verified for a potential recipient, FBLA will select an alternate potential recipient as a replacement.

Recipient Award Notification

After NTHS membership is verified, FBLA may notify the official recipients of award. Scholarship recipients should be notified by FBLA that an official scholarship package will be mailed from the NTHS Headquarters. Included in the NTHS provided official scholarship package will be:

- Congratulatory letter from NTHS
- Scholarship certificate in linen folder
- Scholarship medallion
- Scholarship claim instructions
- Affidavit of Eligibility and Liability/Publicity Release (required)
- Statement of Understanding (required)
- Payment Request Form (required)

Scholarship Acceptance

Should the NTHS/FBLA Scholarship be accepted, recipients will be required to review, sign and submit the required Affidavit and Statement of Understanding within an NTHS determined number of days after receipt. Timely submission of the Affidavit and Statement of Understanding guarantees that funds are "claimed" and held in trust for recipient for up to three (3) years from award date. Failure by the recipient to submit the required forms by the deadline may result in forfeiture of the NTHS/FBLA Scholarship.

Scholarship Announcement

NTHS/FBLA Scholarship recipient names and photos may be posted on both NTHS and FBLA websites and will be featured on NTHS and FBLA social media platforms.

Scholarship Funds Disbursement

After satisfactory completion of initial scholarship acceptance requirements, recipients will complete the provided Payment Request Form. NTHS/FBLA scholarship funds will be paid directly to an accredited educational institution and/or program. Scholarship monies shall never be paid directly to an individual. All unused portions of funds will be returned to NTHS by the educational institution. Scholarship funds are held in trust for up to three years after the award date. If unclaimed within three (3) years, the scholarship will be forfeited by the recipient.

NTHS Scholarship Rating Sheet

Note: Rating sheets are not returned to applicants

Selection Criteria	Maximum Points
<i>Resume: Summary of FBLA involvement</i>	15
<i>Resume: Summary of NTHS involvement</i>	15
<i>Letter of Recommendation from FBLA Adviser: Reviewer's assessment of applicant's character and potential</i>	10
<i>Letter of Recommendation from NTHS Adviser: Reviewer's assessment of applicant's character and potential</i>	10
Total Points Possible	50