



**BREHM SCHOOL, INC.
GENERAL SCHOLARSHIP APPLICATION
2022-2023**

Applicant Information:

Name: _____ Date: _____

Address: _____

Phone Number: _____

Email: _____

Are you a current Brehm or OPTIONS Student? Please state what program and how many years you have been a part of your current program. _____

What scholarship(s) are you applying for? _____

Please answer the following questions. If you would like to type your answers separately, please make sure all answers are submitted with the application.

Tell us about your greatest strength.

What is a meaningful experience or class you have had in school? Why was it so meaningful?

List the goals that you have for the upcoming year and how being awarded a scholarship would help you achieve your goals:



**BREHM SCHOOL, INC.
PARENT PORTION OF THE
GENERAL SCHOLARSHIP APPLICATION
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Guardian Information:

Name: _____ Date: _____

Relationship to Student: _____

Address: _____

Phone Number: _____

Email: _____

Have you completed the online financial aid need portal, **(FAST: Financial Aid for School Tuition)** If yes, what date: _____ (note, no applicants will be considered for need based scholarships until this has been completed)

List any tuition towards Brehm/OPTIONS that is already being received:

| Assistance | Amount |
|------------|--------|
| | |
| | |
| | |
| | |

List the goals that you have for your son/daughter during the upcoming year and how being awarded a scholarship would help achieve those goals:

Thank you for filling out the scholarship application. Please make sure to move forward with the eligibility process per each scholarship. If you have any questions, please contact anne.westberry@brehm.org. PLEASE NOTE: All applications are **due** no later than Monday, May 2nd by 12pm (CT).

I have reviewed the attached scholarship policies and understand the steps and parameters of the Brehm/OPTIONS Scholarship awards and agree to abide by these, if a scholarship has been awarded.

Student Signature

Date

Parent/Guardian Signature

Date



Scholarship Procedures and Policies For Family & Students

Role of the Scholarship Committee:

The Scholarship Committee functions to serve Brehm Foundation and Brehm School, Inc. and our supporters for the purpose of helping students receive funding for tuition. The Committee will propose procedures and policies for scholarships.

The Scholarship Committee will have the responsibility for working alongside donors to provide guidance and support in the following areas:

1. Ensure proper name of scholarship
2. Identify the purpose of the scholarship
3. Identify the timeline & duration
4. Identify the scholarship terms & criteria
5. Promote the scholarship
6. Design/develop the application or process
7. Select the recipient
8. Monitor the scholarship

How is a Scholarship different from Tuition Assistance:

Scholarships are generally funds that are established by a donor or a group of like minded individuals to honor, memorialize or pay tribute or to a loved one to a cause that is near to him/her. The scholarships that are entrusted to Brehm Foundation that a donor established for the purpose of funding or contributing to a student(s) tuition for the Brehm School and/or OPTIONS.

Tuition assistance are funds that are fundraised by the Foundation, typically in the Annual Giving Campaign, in order to provide financial assistance towards payment of the Brehm/OPTIONS tuition. Tuition assistance is applied for by the families, while a Scholarship is generally applied for by a student, with assistance from the family.

Who is eligible to apply for a Scholarship:

Individual donors will have input as to the eligibility of students to apply for an available scholarship. For Scholarships that are need based, families should complete the online financial aid tool (FAST) that is managed by the Controller for the purpose of determining financial need. Generally, students who have successfully completed at least one year at the Brehm and/or OPTIONS and meet the stated criteria of the individual scholarship are eligible to apply for a scholarship. There are some scholarships that are available to newly enrolled students, for those, **general admissions to**

Brehm/OPTIONS must first be offered and accepted before applications can be accepted. Families whose students are applying for Scholarships *must be up-to-date on tuition and fees* that are due to Brehm. If there is outstanding tuition, then a student will not be eligible for a scholarship award.

Process for applying for a Scholarship:

Students who are interested in a scholarship should review the criteria prior to applying. All Scholarships have criteria and/or guides and timelines that must be followed. Students who are applying for Scholarships that are need based should be sure to use the online financial tool Financial Aid for School Tuition (FAST) that is used to determine the degree of financial need and the recommended financial support. Additionally, there is a General Scholarship Application that should be submitted and turned in upon completion of the FAST.

Are students eligible to apply for and/or be awarded more than one scholarship:

Students are encouraged to apply for as many scholarship opportunities that they meet the criteria for. However, the Committee reserves the right to limit a student to only be awarded only one scholarship per year.

Are students who receive tuition assistance from the Foundation eligible to apply for a scholarship

Students who receive money for tuition assistance are eligible and encouraged to apply for scholarships. Subsequently, families who apply for tuition assistance may also have their student reviewed as a candidate for scholarships that he/she may be eligible for. The combined amount awarded cannot exceed the tuition due for one year of Brehm/OPTIONS tuition.

Are state or district funded students eligible to apply for a Scholarship.

Students who receive 100% tuition funding through their local or state school districts, or through a settlement, are not eligible for a tuition scholarship. Students who receive less than 100% of funding through their school districts will be considered on a case-by-case basis for eligibility.

How is the scholarship award used

Scholarship awards are to be used for payment towards the Brehm School or OPTIONS cost of tuition. Scholarship monies will not be directly paid to the student or to the family. Scholarship monies awarded are only to be applied to Brehm/OPTIONS tuition and cannot be used to cover related services (counseling, tutoring, therapy, etc.)

What is the responsibility of a scholarship recipient

Students who are awarded a scholarship are to maintain good academic and program standings. Students may be asked to have their picture used for the purpose

of publicizing the scholarship and for possible future promotions of the scholarship. Students may also be asked to submit a quote regarding their scholarship award. Students should also write a letter of thank you to the donor after the award amount is applied to tuition as well as a mid-year update to let the donor know how he/she is progressing. The Foundation office will remind students and advisors as to when this should be done and how to contact the donor.

The Foundation would like to ask that the donor allow for the ability to publicize the scholarship and the recipient. This may include a press release in a local paper, mention on the Brehm Foundation website, an e-blast, and/or a write-up in the Foundation newsletter.

What are the timelines for the Scholarships

Each scholarship will have its own specific due dates, however, scholarship application timelines will generally follow an early spring semester submission date with the announcement of the scholarship recipient in April. The exception is when a scholarship has criteria that has not been met, then the scholarship will remain open until a candidate is identified.

Is it possible that a scholarship would be revoked or need to be repaid:

In the event that a student is dismissed or leaves his/her current program, the amount awarded through a scholarship will be deducted from any remaining tuition that is due to the school. Scholarship money will not be applied to a remaining balance.

Application procedures and processes

All scholarship opportunities that will be available for the upcoming academic year will be announced in October. Currently enrolled students who are interested in applying for a scholarship should seek an application from the Foundation Office.

Scholarship applications and/or corresponding documents will be turned in to the Foundation Office before or by the stated deadline. In addition to the application, there is also an Assistance Form that must accompany the application. Although students may receive reasonable accommodations to assist with the completion of the application, it is important that the level of support is documented so that each applicant can be reviewed fairly.

Students who are newly accepted to Brehm/OPTIONS and wish to apply for available scholarships will be directed by the Admissions Departments to fill out the Financial Aid for School Tuition (FAST) online financial aid tool and to complete the General Scholarship application. Both items should be completed after an offer and acceptance of admissions to a program is made.

Scholarship Application Checklist:

- Be accepted and in good standing to enroll/re-enroll with Brehm/OPTIONS
- Have any/all tuition and fees paid up-to-date
- Review available scholarships and criteria
- Complete the FAST online (contact Brehm Controller for website)
- Complete General Scholarship Application (get from Foundation Office)
- Identify which scholarship(s) to apply for and stated deadlines
- Receive assistance as needed from teachers, advisors, family. Complete the Assistance Form
- Turn in General Scholarship Application & any requirements to Foundation Office by stated date