Background:

The Choctaw Alumni Association (CAA) has established the ***Alumni Memorial Scholarship*** to honor the memory and legacy of Choctaw High School (CHS) alumni, faculty, and staff.

* Many CHS alumni, faculty, and staff had profound impact and influence within their respective families, communities, and professions.
* Their individual and collective experiences in the C-NP Schools were instrumental in molding and preparing them for their future life and career endeavors.
* This scholarship seeks to honor their accomplishments, legacies, and memories – especially those whose loved ones have provided Remembrance/In-Memoriam donations to the CAA as listed in the following link: [Alumni Remembrance/In Memoriam - Choctaw Alumni Association (CAA)](https://choctawalumni.org/alumni/alumni-remembrance-in-memoriam/)

Scholarship Amount:  $2,000

Scholarship Type:  Annual (started in Spring 2023)

Scholarship Eligibility Criteria:

* A graduating CHS Senior with plans to further their educational/career pursuits at an accredited college, university, and/or vocational-technical school;
* An individual exhibiting:
	+ a GPA of 3.0 or better - reflective of a sincere commitment to learning;
	+ an attitude of respect for student peers, C-NP school administrators, faculty, and staff;
	+ the ability to work with others in the achievement of common goals;
	+ conduct that illustrates dependability, honesty, integrity, and concern for others;
	+ involvement/participation in activities outside the formal classroom environment (school-related extra-curricular; church; community; … etc.);
	+ overall characteristics that continue to honor the legacy of CHS Alumni and the mission of the CAA.

Scholarship Application Process Criteria:

* **Scholarship applicants** will be required to:
	+ research the history of the Choctaw-Nicoma Park School District, the legacy of past CHS Alumni, and the Choctaw Alumni Association;
	+ attend a C-NP School District Board meeting;
	+ complete the scholarship application form supplied by the C-NP School District;
	+ provide written recommendation from C-NP faculty member(s);
	+ include typewritten report (two page minimum) on their research, Board meeting attendance, and their plans for scholarship use as part of the scholarship application package;
	+ submit the completed scholarship application package to the designated C-NP School District office no later than 31 March.

Scholarship Selection/Award Process:

* **CHS administration/faculty representative(s)** - as designated by the C-NP School District Superintendent – shall:
	+ incorporate the ***Alumni Memorial Scholarship*** criteria as outlined herein into an approved C-NP School District scholarship application form/format;
	+ include this document in its entirety in the scholarship application package;
	+ refer applicants to the CAA website – [www.choctawalumni.org](http://www.choctawalumni.org) – for additional reference.
	+ advertise/communicate availability of the scholarship;
	+ accept applications in accordance with C-NP School District policies and CAA scholarship criteria as outlined herein;
	+ notify designated CAA scholarship point of contact of scholarship application review schedule.
* **The CAA** reserves the right to have at least one CAA representative involved in the scholarship application review/selection/award process.
* **The CHS/CAA scholarship review team** shall:
	+ review applications, ensure compliance with scholarship criteria, and/or interview applicants as deemed appropriate;
	+ determine the applicant to whom the scholarship will be awarded;
	+ financial and/or any subjective “need based” criteria shall not factor into award consideration;
	+ notify the CAA of the scholarship recipient and provide the recipient’s application package.

Scholarship Presentation:

* **The CAA** will work with the designated CHS administration/faculty representative(s) and/or C-NP School District leadership to arrange for formal presentation of the scholarship.
	+ Scholarship presentation at a C-NP School District Board meeting is the preferable option.

Scholarship Payment:

* **The CAA** will make scholarship payment by check - made payable and mailed directly to the registrar/bursar at the accredited institution where the scholarship recipient is enrolled.
* **The scholarship recipient** will:
	+ obtain the applicable payee information and mailing address of the registrar/bursar office to whom the scholarship payment shall be made;
	+ provide this payee information to the CAA via email to the Scholarship Chairperson.
	+ allow a minimum of four (4) weeks lead time for the CAA to make scholarship payment arrangements.