



## About The Illuminators Scholarship

The Illuminators is a non-profit organization dedicated to serving the grocery industry through the California Grocers Association and Western Association of Food Chains. The Illuminators are proud to offer a memorial scholarship program to the most qualified and deserving high school seniors and college students (with one or more years of undergraduate work remaining) each year, in the name of founding officers of The Illuminators Organization.

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## Who is eligible to apply?

Applicants must meet **all** of the following criteria for a particular scholarship to be eligible:

Accredited Two- or Four-Year College / \$2,500 Scholarship

- High School seniors and/or college students with one or more years of undergraduate work remaining.
- Students who work for, or are a direct relative of anyone who is associated with a current member organization of the Illuminators, California Grocers Association or Western Association of Food Chains (A direct relative could mean an aunt, uncle, niece, nephew, child, sibling, or grandchild.)
- Current college students must be enrolled as full-time students. (12 or more units)
- Applicants must attend institutions that are accredited and are two- or four- year colleges or universities in the United States.

Community College / \$500 Scholarship

- High school seniors and/or college students with one or more years of undergraduate work remaining who plan on attending or attend an accredited community college that is a two- or four-year college in the United States.
- Students who work for, or are a direct relative of anyone who is associated with a current member organization of the Illuminators, California Grocers Association or Western Association of Food Chains (A direct relative could mean an aunt, uncle, niece, nephew, child, sibling, or grandchild.)
- Current college students must be enrolled with 4 or more units.



## When is the application deadline?

February 6, 2015

## What are the selection criteria?

An independent selection committee will evaluate the applications and select the recipients considering:

- Academics
- School and Community Service
- Moral Character

Special merit scholarships will be awarded to individuals who have overcome personal adversities or who have an unusual need, and have demonstrated admirable gains in academic standings.

*Decisions of the selection committees are final and are not subject to appeal. No application feedback will be given.*

## What are the details of the award?

- Up to forty-two awards ranging from \$500-\$2500 will be awarded.
  - Eighteen scholarships in the amount of \$2,500 will be awarded in 2015.
    - Fourteen scholarships will be based on scholastic and overall school involvement.
    - Four will be based on personal circumstances and the students' ability to overcome adversity.
  - Twenty-four scholarships in the amount of \$500 will be awarded in 2015 to students attending a community college.

## Which school should I list on the application if I have not made a final decision?

You should list your first choice on the application.

## How do I change my college choice?

You may update your final school choice on the **My Profile** page at <https://aim.applyists.net>. If you are chosen to receive an award, it will be your responsibility to make sure your college is updated at least 30 days prior to the check issue date stated in the award notification so your check can be issued accordingly. This will not update any application or acceptance forms; however, all awards are issued based on the **My Profile** page.

## How do I know if my application is complete?

Allow five to seven business days after uploading documents for your online status to update. You may monitor your status of your application on your home page at [aim.applyists.net](https://aim.applyists.net).

- **Not Started:** the form has not been requested or started.
- **Started:** the form has not been submitted and will not be considered.
- **Submitted:** the form has been submitted, but is not complete.
- **Complete:** all required forms and attachments (if applicable) have been received and your application will be considered for the scholarship.

You may also monitor the status of your attachments and recommendations (if applicable).

- **Not received:** the attachment has either not been received or has been rejected.
- **Requested:** the form request has been created, but the form has not been started.
- **Processing:** the attachment has been received and is reviewed.
- **Accepted:** the attachment has been verified and accepted by ISTS.

It is the responsibility of the applicant to monitor the progress of all application requirements to make sure the application is complete. The status **Complete** will display on the home page when all forms have been submitted and all documents have been verified.

## I uploaded a document that no longer displays on my application. Do I need to submit it again?

Previously uploaded documents that are no longer displayed with a status on the home page have been rejected. The most common reasons for a rejected document are as follows:

- The document uploaded is not one of the accepted file types: .pdf, .tif, .png, .gif, .jpeg, .jpg, .bmp and .xps.
- The document uploaded was not the document requested.



- Not all pages of the document were contained in the file.
- We cannot open the file. The file may be corrupted or password protected.

Refer to the upload section of your application for the details of the required documents and upload a new file that meets the criteria stated.

### **How do I upload a more than one file at a time?**

You may create a .zip file containing more than file as long as everything included is in an acceptable format (i.e. pdf, .tif, .png, .gif, .jpeg, .jpg, .bmp and .xps.)

### **How and when will I receive notification?**

- Notifications are sent to recipients and applicants not selected to receive an award **via email** by the end of April 2015. For recipients, an **Acceptance** link will be displayed on the home page following the notification.
- Add [donotreply@applyists.com](mailto:donotreply@applyists.com) and [contactus@applyists.com](mailto:contactus@applyists.com) to your email address book or “safe senders list” to ensure these important emails are not sent to your junk mail folder.
- **Do not ‘opt out’ of any email sent from [donotreply@applyists.com](mailto:donotreply@applyists.com) or [contactus@applyists.com](mailto:contactus@applyists.com). You may not receive vital information regarding your scholarship applications.**

*Note: Your email address will only be used to communicate with you about your scholarship applications or other opportunities administered by ISTS for which you may be eligible to apply. We will not provide your email address to any third-parties.*

### **What are my responsibilities if I am chosen as a recipient?**

Accredited Two- or Four-Year College / \$2,500 Scholarship

- You must enroll as a full-time undergraduate student in the fall of the year in which the scholarships are awarded, continue the entire academic year without interruption unless approved by scholarship sponsor, deliver your scholarship check(s) to the proper office at your institution, and notify ISTS should your check not arrive within 30 days of the issue date.

Community College / \$500 Scholarship

- You must enroll at an accredited community college with a minimum of four (4) credits in the fall of the year in which the scholarships are awarded, continue the entire academic year without interruption unless approved by scholarship sponsor, deliver your scholarship check(s) to the proper office at your institution, and notify ISTS should your check not arrive within 30 days of the issue date.

### **How and when are checks issued?**

Checks will be issued in early August to each recipient’s mailing address and made payable to the institution on the profile page.

### **Are scholarships taxable?**

Tax laws vary by country. In the United States, scholarship funds used exclusively for the payment of tuition or textbooks are normally not taxable. The scholarship recipient is responsible for taxes, if any, that may be assessed against his or her scholarship award. We recommend consulting your tax advisor for more guidance. You may also consult IRS Publication 970 for further information (<http://www.irs.gov/pub/irs-pdf/p970.pdf>).

### **Program Administration**

To ensure complete impartiality in selection of recipients and to maintain a high level of professionalism, the program is administered by International Scholarship and Tuition Services, Inc., a firm that specializes in managing sponsored scholarship programs.

### **My parent’s employment makes me eligible for this scholarship. Whose contact information should I include?**

Applicants must register with their personal email addresses. Do not use parent’s work email addresses. Your My Profile page should reflect the applicant’s (the person who is attending university) legal name and contact information. If parent’s information is needed, it will be specifically asked for on the application.



**Questions**

For additional information regarding the scholarship program [click here](#) or call toll free (855)-670-ISTS (4787).

