

Houston Junior Forum, Inc.
P. O. Box 7941, Houston, TX 77270
713-868-1850

College Scholarship Program

Guidelines for HJF Scholarship Students

- 1. Scholarship awards will be distributed in two (2) checks. You will receive your Fall check in August and Spring check in January, provided an Official grade report has been submitted to the committee and all requirements have been met. (Special arrangements will be made to accommodate students on the quarter system).**
- 2. Your transcript and next semester's schedule must be mailed to the HJF office and in the hands of the committee before you meet with your assigned committee person in August and January. It will be your responsibility to see that your grades and schedule have been received. *You will not receive a check for the semester until your grades and schedule meet eligibility requirements.* You will be notified when and where the meetings will be held.**
- 3. It is your responsibility to apply for a degree plan at the time it is deemed appropriate by your college. A copy of the degree plan is to be forwarded to the HJF office.**
- 4. It is your responsibility to inform the HJF College Scholarship Committee of any changes to your Degree plan.**
- 5. If you will not graduate at the end of your fourth (4th) year as a Scholarship recipient, a letter for an extension of your scholarship must be mailed to the HJF office by April 1 of the year for which the extension is to be applied. The letter must have details of why additional awards are needed and your proposed date of graduation. A revised degree plan must be included with the letter.**
- 6. It is your responsibility to inform the HJF College Scholarship Committee of any changes of address, phone, cell numbers or school.**
- 7. If not chosen for a scholarship award the first year you apply, you may reapply the next year.**