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DOYON  
*Foundation*

WHERE EVERY STUDENT'S DREAMS ARE  
REALIZED

COMPETITIVE SCHOLARSHIP  
APPLICATION  
PROCESS

*Updated August 2015*

## DEADLINES

**May 15** – Applications must be received online and required materials must be received or postmarked by this date.

**November 15** — Deadline to reapply for spring semester funding.

## SCHOLARSHIPS

The Foundation awards three different types of competitive scholarships:

- Undergraduate or less: \$5,000
- Graduate: \$7,000
- Doctorate: \$9,000

Students do not apply for specific competitive scholarships. Applications are categorized by staff based on a student's field of study.

Please note that amounts vary for special competitive scholarships, such as corporate-funded, field-specific and memorial scholarships.

## ELIGIBILITY REQUIREMENTS

- Must be enrolled to Doyon, Limited or be a child of an enrollee. Enrollees are defined as shareholders holding original class A, B, C or D shares. If applicant is not an original enrollee, but is the child of an original enrollee, please submit an original birth certificate (we will make a copy and return it). *Gifted or inherited shares do not qualify an individual for scholarship eligibility.*
- Students must be accepted to/enrolled in an accredited college, university or technical vocational school. *If you have not been accepted by May 15, please submit a verification letter from the school stating you have applied.*
- Students must be attending college full time THROUGHOUT the academic year (fall and spring semesters). *If full-time status is not met at any time throughout the academic year, the scholarship will be terminated.*
- GPA – competitive recipients must maintain the following GPA:

|                            |      |
|----------------------------|------|
| Undergraduates:            | 2.00 |
| Graduate or master's:      | 3.00 |
| Specialists or doctorates: | 3.25 |

## HELPFUL DEFINITIONS

- **Vocational students:** Enrolled in a one- to three-year certificate or associate's degree program.
- **Undergraduate students:** Enrolled in a four-year minimum bachelor's degree program.

- **Graduate students:** Enrolled in any degree program upon completion of their bachelor degree (i.e. master's, JD, MD or PhD).
- **Official transcripts:** Copies are not accepted. **A transcript is a comprehensive record of your academic progress, including transfer courses; credit earned by exam, and earned degrees.** Your name appears on your transcript as it appears on your University record. Official transcripts include the University seal and the signature of the registrar.

New students may submit official high school transcripts or official GED scores. For vocational students, official progress reports are required.

Official transcripts must be submitted the first time a student applies for a scholarship in an academic year, which runs August through July. Unofficial transcripts are acceptable for subsequent applications during the same academic year.

- **Proof of academic enrollment:** May include a copy of letter of acceptance, enrollment verification letter, course registration form showing semester applying for, or National Student Clearinghouse enrollment verification.
- **Full-time:** Undergraduate students must be enrolled in 12 or more credits. Graduate students must be enrolled in nine or more credits.
- **Part-time:** Undergraduate students must be enrolled in six to 11 credits. Graduate students must be enrolled in two to eight credits.

## APPLICATION PROCESS

Competitive applications are only accepted online. Students should first create an online account at [www.doyonfoundation.com/CreateAccount.aspx](http://www.doyonfoundation.com/CreateAccount.aspx). This allows students to complete applications online quickly and easily. Plus, their information will be archived, so they will not have to fill out the same information each semester. Students who already have an online account are encouraged to update their profiles regularly (i.e., change of address, name, etc.).

**Students do not apply for specific competitive scholarships. Applications are categorized by staff based on a student's field of study.** Applications packets are then reviewed by an independent committee, and scored in the following areas: personal essay (40 points possible), grade point average (40 points possible), letters of recommendation (30 points possible) and personal impression (10 points possible) for a total of **120** possible points.

## MATERIALS REQUIRED

**The following must be received or postmarked by May15:**

- Online competitive scholarship application
- Signed release and consent form

- Proof of academic enrollment
- Official transcripts (40 possible points)
- Personal essay (40 possible points)
- Two professional letters of recommendation (30 possible points)

See the next page for details on each of the required materials.

*Note: Doyon Foundation does not accept faxed application materials. Competitive applications are only accepted online.*

## **OTHER REQUIREMENTS**

**Students funded in the fall semester must reapply for the spring semester by November 15.** Students can reapply by submitting an online application.

Doyon Foundation encourages competitive scholarship recipients to complete one summer internship, volunteer at least 20 hours, serve on a local or regional board, or give presentations on their field of study. Doyon Foundation requests that recipients submit a written report detailing the internship/service and lessons learned within one month of completing the activity.

## **DESCRIPTION OF REQUIRED MATERIALS**

### **1) Form titled “Competitive and Basic Scholarship Application”**

Students are required to fill out the application online.

### **2) Release and consent form**

This is the second page of the competitive and basic scholarship application, which may be found at <http://www.doyonfoundation.com/static/files/3.15.12%20Release%20and%20Consent%20Form.pdf>.

### **3) Proof of academic enrollment**

Show proof of academic enrollment by submitting one of the following:

- Copy of letter of acceptance
- Enrollment verification letter
- Course registration form for semester applying for

*If you have not been accepted by May 15, please submit a verification letter from the school stating that you have applied.*

### **4) Official transcripts (40 possible points)**

- Copies are not accepted.
- Each student's GPA will be scored for a total of 40 possible points. For example, a GPA of 3.2 = 32 points.
- New students should submit official high school transcripts or official GED scores. For vocational students, official progress reports are required.
- If you have not completed high school by the May 15 deadline, note this in a cover letter and submit your most recent official transcripts. Upon graduation, submit your final high school official transcripts.
- **For students who received a spring semester scholarship from Doyon Foundation:** If your semester has not ended by the deadline, pre-order your official transcripts and ask to "hold for grades." Include the order confirmation (*proof of purchase email or copy of receipt*) with application materials.
- Official transcripts must be submitted the first time a student applies for a scholarship in an academic year, which runs August through July. Unofficial transcripts are acceptable for subsequent applications during the same academic year.

#### 5) Personal essay (40 possible points)

The personal essay should focus on four topics. Each topic is worth up to 10 points, for a total possible score of 40 points. The four topics areas are:

1. Educational goals (*10 possible points*)
  2. Professional goals (*10 possible points*)
  3. Extra-curricular and community service activities/volunteerism (*10 possible points*)
  4. Cultural awareness and contributions to a healthy Native community (*10 possible points*)
- The online essay screen is broken out into four topic fields. Each field is limited to **250 words**. *It is advised to type the essay in a word processing format, run spell check and have at least two people proofread the essay.*
  - Returning students should not submit a copy of their previously submitted essay, but should revise their original essay to incorporate current activities, achievement and growth experiences.

#### 6) Two professional letters of recommendation (30 possible points)

- The letters of recommendation should come from individuals who can attest to the student's academic abilities, professional and educational development, community involvement or cultural activities.
- Letters from immediate family members will not be accepted.

- Letters must be:
  - Current (within the last year).
  - Maximum of two pages.
  - Written on letterhead, which includes the author’s contact information.
  - Containing an original signature.
- Letters also must be submitted by the author directly to:
 

Doyon Foundation

ATTN: Scholarship Review Committee

615 Bidwell Ave., Suite 101

Fairbanks, Alaska 99701

**Personal impression (10 possible points)**

A total of 10 possible points will be awarded for the personal impression of the overall packet.

Tips to maximize personal impression points include:

- Do not include pictures, folders, resumes or cover letters with application materials.
- Ensure professional quality of all submitted materials (i.e., proofread all materials, follow instructions, etc.)

**COMPETITIVE SCHOLARSHIP REVIEW COMMITTEE**

**Selection Process:**

The competitive scholarship review committee is an independent group consisting of five members who each hold three-year terms. One committee member must reside in a rural village within the Doyon region. To qualify for a position, candidates must be a Doyon, Limited shareholder over 18 years of age. Also, per IRS regulations, committee members **cannot** be employees of the Doyon Family of Companies or Doyon Foundation.

When a seat is open, Doyon Foundation sends out a public notice, via the Doyon newsletter, Doyon Foundation e-newsletter and various Native organizations to solicit members.

Interested parties are asked to submit a resume and letter of interest stating why they are interested in serving on the committee. These members are then selected by the

Doyon Foundation board of directors at a regularly scheduled quarterly meeting. An orientation for committee members is held in May or June to review expectations and the scoring process.

### **Current Duties:**

The duties of serving on the scholarship review committee include:

- Evaluating and scoring all competitive scholarship applications.
- Awarding scholarships based on scores, fields of study and class standings.
- Making scholarship policy recommendations to the Doyon Foundation board of directors via the executive director and scholarship review committee.
- Dedication of 30 — 40 hours of time to review competitive applications, with no monetary compensation.
- Serving on a volunteer basis and committing to a three-year term.

The committee reviews the application packets on a secure website from late June to early August. They then meet in Fairbanks to determine the recipients. Competitive scholarship applicants are notified in late August as to whether or not they received a competitive scholarship. Recipients are notified by phone. Those who did not receive a competitive scholarship are notified by email.

## **APPLICATION SELECTION PROCESS**

### **After the May 15 competitive application deadline:**

- Staff sort applications by status (i.e., vocational/undergraduate/graduate) and field of study (i.e., liberal arts, business, etc.).
- Application packet materials are scanned and uploaded to an online, secure website.

The scholarship committee begins reviewing application packets online in late June or July. This process takes an estimated 30 — 40 hours per member.

- The application is scored in the following areas, for a total of 120 possible points:
  - Personal essay (40 points possible)
  - Grade point average (40 points possible)
  - Letters of recommendation (30 points possible)
  - Personal impression (10 points possible).

*Note: Ratings by committee members are subjective.*

- Once applications are scored by individual members, the committee meets as a team for a final review and selection.

- Once recipients are selected, an award letter from the executive director is emailed to students. Recipients also receive a phone call notifying them of their selection.
- Scholarship awards are sent directly to the recipient's academic facility financial aid office. Each recipient is awarded half of the competitive scholarship amount for the fall semester and the remaining half for the following spring.
- Applicant scores and reviewer comments from the committee are entered into the students' online account.
- Applicants who are not chosen for a competitive scholarship award are notified by email. If eligible, they automatically receive a basic, full-time scholarship for the fall semester.

Basic and competitive scholarship recipients are recognized in early September at the annual Doyon Foundation scholarship awards ceremony.

### **DOYON FOUNDATION COMPETITIVE SCHOLARSHIPS**

The number and amount of Doyon Foundation competitive scholarships vary annually, based upon the projected needs of future students. Each year, Foundation staff reviews current students' fields of study and make recommendations for competitive scholarships for the upcoming year. The annual competitive scholarship awards are then approved by the Doyon Foundation board of directors.

These competitive scholarships are made possible by the generosity of many individual and corporate donors. To view a list of current donors, or to make a donation, please visit [www.doyonfoundation.com](http://www.doyonfoundation.com).

**For more information or assistance, please contact the scholarship program manager at:**

**Doyon Foundation**  
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