



Doyon Foundation Scholarship Recipients,

We are proud to support our students in their educational journeys and are committed to providing excellent service to each of you. As we continue working together to ensure a positive experience for all students, we would like to remind everyone of the importance of professional and respectful communication when contacting Doyon Foundation.

Our team works diligently to process scholarships, respond to questions, and provide resources that help students succeed. To maintain a positive and productive environment for both students and staff, please keep the following etiquette guidelines in mind when communicating with the scholarship team:

1. Be respectful and courteous.

Our staff are here to help, and we appreciate the same level of respect and professionalism that we extend to you. Disrespectful or aggressive language toward staff will not be tolerated.

2. Follow posted deadlines and instructions.

Scholarship deadlines, eligibility requirements, and application instructions are shared well in advance through our website, e-newsletters, and social media. It is each student's responsibility to stay informed and submit materials on time.

3. Allow time for processing.

Scholarship processing and communication periods are clearly outlined each semester. Please refrain from repeated calls or messages once confirmation has been sent that your materials are being reviewed.

4. Keep your contact and school information current.

If you transfer schools or change your contact details, please update your student profile as soon as possible. Incorrect or outdated information may delay your scholarship payment.

5. Communicate directly and professionally.

If you have concerns, please contact the Doyon Foundation scholarship team directly at scholarships@doyon.com. Avoid using social media or third parties to share grievances. Our staff are happy to work with you to resolve issues promptly and fairly.

We value our students and want each interaction to reflect the respect, integrity, and professionalism that define our community. By following these guidelines, we can ensure an efficient process and a positive experience for everyone. Thank you for your continued cooperation and for representing Doyon Foundation with pride and professionalism.