



Application for Disbursement of Miss Louisiana Scholarship Funds

Completion of this form and the attachment of the necessary documentation are required for the payment of all scholarships.

CONTESTANT INFORMATION:

Application Date: _____

Contestant Name: _____

Name of Local Title & Year: _____

Address: _____

Phone & E-Mail: _____
(HOME) (CELL) (EMAIL ADDRESS)

COLLEGE/UNIVERSITY INFORMATION:

College or University: _____

Address: _____

Name of Contact Person: _____

Phone and E-Mail of Contact Person: _____
(OFFICE) (EMAIL ADDRESS)

Student ID Number: _____

THE FOLLOWING INFORMATION IS REQUIRED AND MUST BE ATTACHED TO THIS DOCUMENT:

- LETTER FROM CONTESTANT REQUESTING PAYMENT OF SCHOLARSHIP TO HER UNIVERSITY/COLLEGE.
- LETTER FROM LOCAL PAGEANT DIRECTOR VERIFYING THAT ALL LOCAL SCHOLARSHIP MONIES HAVE BEEN USED.
- RECEIPTS FOR ITEMS COVERED
- RENT REIMBURSEMENT (**IF APPLICABLE**) – ATTACH FULL EXECUTED LEASE AGREEMENT.
- BOOK REIMBURSEMENT (**IF APPLICABLE**) – ATTACH COPY OF RECEIPTS.
- COPY OF TUITION BILL

Miss Louisiana Organization Scholarship Rules

Attachment "C"

1. Scholarships shall be expended for tuition and related expenses, (room and board), and other educational expenses approved by the Miss Louisiana Scholarship Committee. There is a \$ 2000.00 maximum reimbursement for computer expenses. A 1099 form will be issued to the recipient and to the IRS if the total cash disbursement exceeds \$600 and to the State of Louisiana if the total exceeds \$1,000 in one calendar year.
2. Requests for scholarships are processed upon receipt of statements from colleges and schools (or from other educational expenses). All statements and invoices must be accompanied by a cover letter from the contestant. Requests for payment for other educational expenses (private instructors) must be pre-approved by the Miss Louisiana Scholarship Committee.
3. Contestants must use the scholarships won at the local level prior to applying for their state scholarship. Contestants must submit a letter from the local pageant chairman which verifies the above.
4. Contestant must be a full time student to receive scholarship reimbursement.
5. Scholarships may be used for current educational expenses. Contestants may submit invoices for payment directly from the provider of the educational service or may submit a receipted bill and request reimbursement. All invoices and receipts must be original. Contestants may not request payment or reimbursement for expenses, which are or have been covered through any other financial aid source (other than student loans, which meet the provisions of paragraph #5 below).
6. Scholarships may be used for outstanding student loan obligations provided the loan is not in default and provided the student has satisfactorily completed the course work for which the loan was obtained. Contestants must submit documentation from the school or lender, which shows that the contestant is either the primary or secondary payor of the loan obligation. Notice of payments due should be sent to the Director of Scholarships for payment or the contestant may submit proof of payment and request reimbursement.
7. Scholarship may be used for future educational expenses. Contestants must begin use of their scholarships within one (1) year (two (2) years for the current Miss Louisiana) of the date of the award. If the contestant has no activity in her scholarship account during this period, the funds in her account will be forfeited.
 - a. A contestant, who begins use of her scholarship within the time designated above, then will be required to show continuous activity in her scholarship endeavors up to a limit of five (5) years following the date of the award. If there occurs a two (2) year period in which there is no activity in the account, then the balance of that account will be forfeited.
 - b. An exception to the time limits described above may be made if the contestant, prior to the expiration date, makes a written appeal to the Miss Louisiana Scholarship Committee citing compelling reasons why the time period should be extended. The Scholarship Committee will review the request and determine whether or not an extended time period is warranted. The decision of the Scholarship Committee shall be final and binding.
8. Scholarships, which have been forfeited, will remain in the scholarship account for future awards.

Scholarship requests should be sent to:

Miss Louisiana Scholarship Organization
Attn: Debbie Wyatt, Scholarship Chairman
P. O. Box 6003
Monroe, LA 71211

I have read this document and understand that I must follow the instructions and rules/regulations for disbursement of all scholarships.

SIGNATURE OF CONTESTANT

DATE

Please retain a copy of the rules and guidelines for your records

03/07