

**Unity School District – Board of Education**  
**Administrative Rule 460.5**  
**Student Awards and Scholarships Selection Process**  
**Last Revised 5/11/2021**

Any scholarship awarded by the Unity High School Scholarship Committee (Scholarship Committee) is based not only on grades and academic achievement, but also on leadership, excellence, character, and community involvement. The Scholarship Committee has the responsibility to uphold these honored distinctions in making its decisions.

**Scholarship Eligibility**

1. To be eligible to receive a scholarship awarded through the Scholarship Committee, students must meet the following criteria:
  - a. Have been in attendance at Unity High School their senior year during the third Friday count of September and the second Friday count of January, making early graduates eligible.
  - b. Have resided within the boundaries of the Unity School District and/or attended Unity School District full-time under the state open enrollment option.
  - c. Have met the criterion of GPA as determined annually by the Scholarship Committee.

**Code of Conduct**

If a scholarship recipient violates the Code of Conduct prior to the close of the school day on the last day of school of the student's senior year, the scholarship recipient will forfeit his/her scholarship. This includes but is not limited to:

1. Code of Conduct
  - a. Violations involving academic dishonesty, alcohol and other drugs, criminal or civil law which adversely reflects or degrades the dignity and character of the UHS scholarship program.
  - b. Attending and knowingly remaining at a party or gathering of any individuals involving alcohol, controlled substances, tobacco, anabolic-androgenic steroids, other performance enhancing substances, or street drugs even though he/she is not consuming/using alcohol, controlled substances, tobacco, anabolic-androgenic steroids, other performance enhancing substances, or street drugs.
  - c. Any Code of Conduct violation that, in its severity, is considered a disqualification by the Scholarship Committee, or as determined by the District Administrator.
2. Attendance
  - a. The scholarship committee reserves the right to revoke a scholarship awarded to any student who meets the criteria for habitual truancy. A student is considered habitually truant if he/she is absent from school without an acceptable excuse for part, or all, of five or more days on which school is held during a school semester.

**Scholarship Administration**

In addition, this Administrative Rule provides parameters for the administration of the scholarship award process.

1. Scholarship Committee Membership
  - a. The Unity High School Scholarship Committee is comprised of:
    - i. High School Counselor – Scholarship Coordinator and Chairperson
    - ii. High School Principal
    - iii. Two (2) High School Teachers

- iv. No more than two (2) community members
  - 1. These positions may remain unfilled.
  - 2. These positions may be specific to certain scholarship awards.
- v. District Finance Director - Ex-Officio Member
- b. All members of the Unity High School Scholarship Committee serve as appointed by the District Administrator and at their sole discretion.
- c. No individual may serve on the Unity High School Scholarship Committee if their relative is an applicant for a scholarship award, or If an applicant resides in their home.
  - i. Relatives include siblings, children, grandchildren, great grandchildren, nieces, and nephews.
- d. The Scholarship Committee is appointed annually.
- 2. Scholarship Recordkeeping
  - a. The Scholarship Committee will maintain the following records regarding scholarship information. Such documentation shall be provided to the District Finance Director:
    - i. Electronic copies of all scholarship applications, both awarded and denied
    - ii. Committee review and the decision ballots for scholarship pools
    - iii. Records on all scholars and their respective scholarships
    - iv. Minutes of the Scholarship Committee
    - v. List of members of the Scholarship Committee
- 3. Scholarship Committee members are to maintain confidentiality regarding any information obtained and reviewed through the selection process.

#### **Non-Discrimination Policy**

- a. In accordance with **Board Policy 113 - Nondiscrimination in District Programs**, Activities, and Operations, Unity School District prohibits all forms of unlawful discrimination against students, employees, and other persons in all aspects of the District's programs, activities, and operations.