

**Petroleum &
Convenience
Marketers of
Alabama
Educational
Foundation**



**Scholarship
Program**

PHILOSOPHY

The Petroleum & Convenience Marketers of Alabama (P&CMA) Educational Foundation has established the P&CMA Educational Foundation Scholarship Program to achieve a number of highly desirable objectives. The program assists the sons and daughters of full-time employees of P&CMA member companies, by providing scholarships to help the parents of the recipients with college expenses. But, more importantly, the program takes an innovative approach to awarding scholarships. This approach recognizes that students who have outstanding academic records usually receive a large number of scholarships based on academic merit; but there are many deserving students with average and above-average records, who do not necessarily receive awards based on academic merit. Accordingly, the Foundation makes awards to these students whose academic credentials fall into the average and above-average category.

ELIGIBILITY

Those eligible to apply for P&CMA Educational Foundation Scholarships are high school seniors, and college freshmen, sophomores, and juniors, who are either full-time employees (32 hours or more), or are the sons and daughters (including adopted and stepchildren) of full-time employees, who are employed by P&CMA member companies. The parent-employee must be a resident of Alabama and must have been employed by a P&CMA member company (active, associate or affiliate) for at least one year as of January 1 of the year in which the scholarship is awarded. In addition, the parent-employee or the applicant must still be employed by the member company at the time the winners are selected in April. Children of owners of P&CMA member companies are not eligible to apply for the scholarships.

SCHOLARSHIP AWARDS

The P&CMA Educational Foundation is awarding at least 15 one-year scholarships in the amount of \$2,000 each. The scholarships may be applied to educational expenses at any accredited, nonprofit college, university, or technical institute in the United States. A recipient may transfer from one institution to another and retain the award. Recipients of these awards may reapply for an award each year, if they or their parents continue to be employed by a member company and continue to be a resident of Alabama. There is a new competition for these awards each year. Winning an award one year does not necessarily mean that a recipient will win the following year.

APPLICATION PROCEDURE

To assure a high level of professionalism in dealing with students, parents, high schools and colleges, the P&CMA Educational Foundation Scholarship Program is administered by International Scholarship and Tuition Services, Inc. (ISTS), a firm that specializes in the administration of sponsored scholarship programs. Around February 1 of each year, the P&CMA Educational Foundation will announce that ISTS will begin the application process for the scholarships.

To apply, go on-line to <https://aim.applyists.net/pcma>. You will be directed to the main log-in page for ISTS where you will need to create a new account or log-in to your existing account, if you have one. You will then be taken directly to the scholarship application where you will follow the onscreen instructions.

Completed applications must be submitted by April 1.

SELECTION OF SCHOLARSHIP WINNERS

An impartial selection committee, made up of educators not connected with P&CMA, will select the winners. In selecting the winners, the committee considers the applicant's academic achievement and records, standardized test results, community involvement and extracurricular activities. Winners are selected largely on the basis of the philosophy described earlier. All applicants will be notified of the results of the competition on or about May 15.

RESPONSIBILITIES OF RECIPIENTS

Scholarship recipients, whose parents are employed by P&CMA member companies, must enroll as undergraduates in the fall of the year in which the scholarships are awarded. Scholarship recipients, who are full-time employees of a P&CMA member company, will have the award prorated based on the number of credit hours they take in college. Scholarship recipients must continue in school for the entire academic year without interruption, barring illness, emergency, or military service. Scholarship recipients are responsible for making certain that their scholarship checks are delivered to the appropriate office at the institution.

PAYMENT OF SCHOLARSHIP FUNDS

On or about August 1, scholarship recipients are sent checks for the fall academic term. Checks are made payable to the colleges. For colleges on the semester system, the checks are for one-half of the award. For colleges on the quarter system, the checks are for one-third of the award. The second and third checks, for colleges on the quarter system, are sent on or about November 1 and February 1. For those on the semester system, the second checks are sent on or about December 1.

PROGRAM ADMINISTRATION

The P&CMA Educational Foundation Scholarship Program is administered by:

International Scholarship and Tuition
Services, Inc. (ISTS)
P.O. Box 23737
Nashville, TN 37202-3737
615/320-3149
Fax: 615/320-3151
Website: <https://aim.applyists.net>
Email: info@applyists.com

All questions about policies, procedures and payments should be directed to the address above.

The funds supporting the P&CMA Educational Foundation Scholarship Program are provided through the generosity of supporters of the:

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