

## Scholarship Criteria & Important Information

### Your Alumni Scholarship Support Team

George Brown - Director of the Alumni Scholars Club (ASC).

- Contact George whenever you have questions about leadership development, mentoring, connections with alumni, Alumni Scholars Club events, service and anything else not related to your monetary funding or donor relations.
- Contact 310-206-0622 or [gbrown@support.ucla.edu](mailto:gbrown@support.ucla.edu)

Tamara Tsang - Associate Director, Alumni Scholarships Program.

- Contact Tamara whenever you have questions regarding your scholarship, award amount, financial and schedule changes, renewals, Alumni Scholarships Program Events and contacting your scholarship patron.
- Contact 310-794-5180 or [ttsang@support.ucla.edu](mailto:ttsang@support.ucla.edu).

### The Basics

- Alumni Scholarships are awarded to entering freshmen and transfer students through various scholarship programs. Scholars were selected based on merit by regional alumni volunteers. Scholarships are sponsored by donors and alumni regional networks, clubs and affiliate groups.
- As an Alumni Scholar you are eligible to receive your scholarship during the tenure of your undergraduate education based on the following criteria:
  - You must be an enrolled UCLA student.
  - Must be in good academic standing and meet Expected Cumulative Progress Requirement (ECP) as deemed by the University.
    - <http://www.ugeducation.ucla.edu/counseling/handouts/ECP.pdf>
  - Scholarships will be funded at the original award amount for only 4 years for entering freshmen and 2 years for transfer students.
- Entering students who demonstrate financial need as determined by the Financial Aid Office are automatically qualified to receive Need-Based Grants. For subsequent years, Alumni Scholars are eligible to apply for the Lew & Edie Wassermann Grant. Awardees must demonstrate financial need, and are selected by alumni volunteers.
- Alumni Scholars are expected to complete at least 30 service hours by [May 18, 2015](#).
  - 10 hours may be of UCLA service
  - Cannot receive payment, work study or school credit for service hours.
  - Attend at least 1 Alumni designated Scholarship Event by Saturday, [May 16, 2015](#).

- Alumni Scholars are expected to be involved in campus events and organizations, increase their connections to the university, build their leadership skills at UCLA and stay involved with UCLA as alumni.
- **Failure to meet these standards will result in ineligibility to renew your Alumni Scholarship.**

## The Renewal Process

### 1) Turn in your Scholarship Compliance Agreement

You must complete the Scholarship Agreement, and return it to the Alumni Scholars Club Director, George Brown, on the 2nd floor of the James West Alumni Center by [Friday, October 31<sup>st</sup>, 5:00pm.](#)

### 2) Begin completing service hours

- Alumni Scholars are expected to complete 30 hours of volunteer service to UCLA and community by [May 18, 2015.](#)
  - A minimum of 10 hours of service (includes ASC and SAA activities) must be completed with UCLA. UCLA service is any service performed with a UCLA group, club and department or approved university organization.
  - 20 hours of service may be completed in the community. Community service must be facilitated and or supervised by an official, non-profit organization. Volunteer hours proselytizing religious and partisan political groups are not eligible.
  - **Service hours cannot receive payment, work study or school credit.**
  - All service must be logged online within two weeks of completion of the service.
- To view a regularly updated list of service opportunities, students can visit [www.alumnischolarsclub.org](http://www.alumnischolarsclub.org).
  - This URL is only a sample of possible opportunities on campus; Scholars are encouraged to seek their own opportunities.
  - Once per month, the Alumni Scholarships staff will send out an e-mail with current UCLA service opportunities. This is the best way to get up-to-date information on service projects.
    - If you do not receive these e-mails, please contact the Alumni Scholars Club Director, George Brown at [gbrown@support.ucla.edu](mailto:gbrown@support.ucla.edu).
- **Report your service hours**
  - All service hours must be logged online within two weeks of completion at [www.alumni.ucla.edu/scholarships/renew](http://www.alumni.ucla.edu/scholarships/renew)
    1. Click on the ASC Login button on the right side of the page
    2. Enter your last name and your UID as the default password in the log in box
    3. Click on the ASC icon
    4. Click on Submit Report
    5. Enter your service hours and the project supervisor's contact information
    6. Record which type of service you have completed: UCLA or Community

- Be sure to keep track of your remaining balance. All service must be completed and recorded in the online system by **May 18, 2015**.
  - Service hours completed or recorded after May 18 will not be accepted.

#### **4) Participate in at least 1 Designated Alumni Scholarship Event**

Alumni Scholarships Events are held each quarter. **First-, second-, third-year students and first-year transfer students must attend at least one designated event** during the year. These events provide Alumni Scholars an opportunity to interact with dedicated and successful alumni, build new relationships and discuss what it means to be a Bruin leader.

##### **Alumni Scholarship events currently scheduled include:**

**Wednesday, December – Interview with a Bruin**  
**Wednesday, January 28 – Entertainment Networking Night**  
**Late February/Early March – Dinners for 12 Strangers**  
**Thursday, April 29 – Interview with a Bruin**  
**Saturday, May 16 – UCLA Alumni Day**

*Please note that the Alumni Scholarship Information Workshop held in fall do not count towards this requirement.*

- **Report your Alumni Scholarship**
  - All service hours must be logged online within two weeks of completion at [www.alumni.ucla.edu/scholarships/renew](http://www.alumni.ucla.edu/scholarships/renew)
    7. Click on the ASC Login button on the right side of the page
    8. Enter your last name and your UID as the default password in the log in box
    9. Click on the ASC icon
    10. Click on Alumni Scholarship Event
    11. Select and submit your Renewal Event

#### **5) Studying Abroad, Leave of Absence, or Graduating Early**

##### **Notification:**

- If you plan to study abroad, take a leave of absence or graduate early, you must notify the Alumni Scholarships Program by **July 31<sup>st</sup>** before the next academic year.
- Please email to [AlumniScholarships@support.ucla.edu](mailto:AlumniScholarships@support.ucla.edu) or call (310) 983-3062.

##### **Scholarship Disbursement:**

- Studying Abroad
  - Students studying in a UC EAP will receive scholarship payments in the usual manner through the UCLA BAR accounts.
  - If the study-abroad program is not through UC EAP, scholarship will be evenly distributed in quarters attending at UCLA for the academic year.
    - In addition, please indicate if the study abroad program is Education Abroad Program (EAP) affiliated with UCLA, or a separate non-UCLA program.
- Leave of Absence

- Please email to [AlumniScholarships@support.ucla.edu](mailto:AlumniScholarships@support.ucla.edu) or call (310) 983-3062.
  - Indicate reason for absence and time period.
- Graduating Early
  - Students who plan to graduate one or two quarters early may have their scholarship applied to the remaining quarter(s) of that same academic year.
  - Students who plan to graduate a complete academic year are eligible to receive the remaining balance based on:
    1. You notify the Director of the Alumni Scholarship Program a year in advance.
    2. Evaluated by the Financial Aid Office to determine financial eligibility to receive additional student aid for the current academic year.

**Service:**

- For students away one quarter of the academic year, you are expected to complete 30 hours of service by the specified deadline.
- For students away two or more quarters of the academic year, two options are available:
  1. You may complete 30 additional hours of service (60 total) in the year before you study abroad or take a leave of absence.
  2. You may complete 30 hours of service during your fourth or final year at UCLA. If you choose to complete the service requirement during the fourth year, 30 hours of service must be completed by the end of winter quarter.

**6) Stay Informed**

**Email** is the primary tool the Alumni Scholarships staff uses for communicating with Alumni Scholars.

- Please add [AlumniScholarships@support.ucla.edu](mailto:AlumniScholarships@support.ucla.edu) and [asc@support.ucla.edu](mailto:asc@support.ucla.edu) to your contacts list, as emails will contain vital information regarding your scholarship
- It is your responsibility to update your contact information on your ASC profile by logging in on the Alumni Affairs website at [www.alumni.ucla.edu/scholarships/renew](http://www.alumni.ucla.edu/scholarships/renew).
  - Log in with your last name and UID.
  - If we do not have your correct e-mail address on file, you will not receive important announcements and reminders.

**7) Mark Your Calendars!**

Mark these important dates in your academic planners.

- Oct. 2            Renewal Scholarship service begins
- Oct. 13-16      Alumni Scholars Information Workshops (Mandatory for New Students)
- Oct. 19           Fall Donor Social (Mandatory for New Students)
- Oct. 31           Mandatory Alumni Scholarship Compliance Agreement due
- Dec. 3            Interview with a Bruin
- Jan. 28           Entertainment Networking Night
- Late Feb.        Dinners with 12 Strangers
- April 29          Interview with a Bruin

- May 16 – UCLA Alumni Day
- May 18 - Last day to complete Renewal Scholarship service
- May 18 - Last day to log Renewal Scholarship service online

\* It is mandatory that all new Alumni Scholars entering in 2014 attend at least one Alumni Scholarship Information Workshop.

Key Dates: All dates mentioned in this handout can be found on the Alumni Scholarship Key Dates calendar at [www.alumni.ucla.edu/scholarships/renew](http://www.alumni.ucla.edu/scholarships/renew).