



Receiving Your AVC Foundation Scholarship

Please Keep These Instructions for Your Reference

1. Submit your scholarship acceptance form by **Friday, April 30, 2010** to the AVC Advancement and Foundation Office (Admin 118). Failure to submit the form may result in the loss of your award. **Include your bio**, as this will be announced at the convocation.
2. You are required to attend the **Scholarship Convocation** on Tuesday evening, May 18 at 5:00 p.m. At that time, you will be introduced to your scholarship donor or donor representative. If you are unable to attend, you must send **someone to accept on your behalf**, or you will forfeit the scholarships.
3. Please write a personalized thank you note to your Scholarship Donor and bring it to the Advancement and Foundation Office by **Friday, May 7, 2010**. At that time, we will give you a copy of the Scholarship Acceptance Form for your files.
4. Be sure to **keep copies** of all your scholarship correspondence for your files.
5. If you indicated you will be attending AVC in fall 2010, your scholarship will be credited to your account at the Cashier's Office (x6335). Additional funds remaining after tuition and fees are paid will be disbursed to the student **one week into the fall semester**. Because of this, you may have to purchase your books before receiving the scholarship funds. You may receive the funds via an AVC debit card, a wire transfer into your bank account, or by requesting a check. Continuing community college students must attend Antelope Valley College in order to be eligible for the award.
6. If you indicated you are transferring to a four-year university, the scholarship check will be forwarded to the four-year university. You must notify the Advancement and Foundation Office with the name and address of the four-year school you are attending on your scholarship acceptance form, if known.

In the fall, proof of your enrollment at the four-year university you are attending must be sent to the Advancement and Foundation Office. This may be a copy of your scheduled classes with your institution student ID#, and you may mail, fax or e-mail it (see information below). Once we receive your proof of enrollment, the check will be sent to that institution. If you do not attend a four year university, you will not receive the scholarship.

7. You must enroll within the academic year following the scholarship award to be eligible to receive the funds. **If you do not enroll for courses in the academic year following the scholarship award or do not maintain the eligibility criteria, the scholarship is forfeited as of July 1, 2011** and the donor will be contacted to re-award that scholarship.

Questions??

AVC Advancement and Foundation Office
Administration Building – A118
3041 West Avenue K
Lancaster, CA 93536-5426
Phone (661) 722-6300, ext. 6391
Fax (661) 722-6550

AVC Financial Aid Office
Student Services Building
3041 West Avenue K
Lancaster, CA 93536-5426
Phone (661) 722-6300, ext. 6247
Fax (661) 722-6351
Contact: **Priti Hira**
E-mail: phira@avc.edu