The USC Alumni Association and its related entities award more than $4 million in alumni scholarships to continuing students each year. Individuals must apply for scholarships during the academic year prior to the year of funding. Applications received by the February 1, 2015 deadline are for scholarships during the 2015-2016 academic year. Alumni scholarships are for tuition only. Students receiving full tuition benefits from tuition remission, trustee scholarships, athletic scholarships or other sources are not eligible for an alumni scholarship award.

### ONLINE ALUMNI SCHOLARSHIP APPLICATION: [http://alumni.usc.edu/students/scholarships/](http://alumni.usc.edu/students/scholarships/)

### IMPORTANT ALUMNI SCHOLARSHIP AWARD DATES TO REMEMBER

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 1, 2014</td>
<td>Applications available online</td>
</tr>
<tr>
<td>January 30, 2015</td>
<td>Pre-fund deadline</td>
</tr>
<tr>
<td>February 1, 2015</td>
<td>Online applications due by 11:59pm PST</td>
</tr>
<tr>
<td>February – April 2015</td>
<td>Alumni organizations review applications &amp; conduct interviews</td>
</tr>
<tr>
<td>April 18, 2015</td>
<td>Nomination forms due</td>
</tr>
<tr>
<td>June 2015</td>
<td>Scholarship recipients notified</td>
</tr>
</tbody>
</table>

Students are able to apply for the following types of scholarships using our online application:

**ALUMNAE SCHOLARSHIPS** are merit based scholarships awarded annually to continuing students by USC alumnae groups throughout Southern California. Each group has specific criteria for eligibility based on leadership experience, home region and/or class year. Recipients must reapply each year.

**ALUMNI CLUB SCHOLARSHIPS** are merit based scholarships awarded annually to continuing students by USC alumni clubs and chapters around the world who are in good academic standing and whose permanent addresses reside in proximity to the awarding regional group. Recipients must reapply each year.

**SCIONS SCHOLARSHIPS** are merit based scholarships awarded annually to continuing students by the USC Alumni Association. Applicant must be the child, grandchild, great-grandchild or sibling of a USC alumnus/alumna. Current SCions scholarship recipients do not need to reapply each year as long as they maintain a 3.0 cumulative GPA.

For other scholarship information and applications, please visit these websites listed below:

- Half Century Trojans Scholarships: [http://college.usc.edu/half-century-trojan-scholarship/](http://college.usc.edu/half-century-trojan-scholarship/)
- Lambda LGBT Alumni Scholarships: [http://alumnigroups.usc.edu/lambda/application.html](http://alumnigroups.usc.edu/lambda/application.html)
- Latino American Alumni Scholarships: [http://sait.usc.edu/maaa/pages/students/scholarship.html](http://sait.usc.edu/maaa/pages/students/scholarship.html)
- Town and Gown Scholarships: [www.townandgownusc.com](http://www.townandgownusc.com)
- Trojan League of LA Scholarships: [http://dornsife.usc.edu/other-scholarship-descriptions/](http://dornsife.usc.edu/other-scholarship-descriptions/)

For more information on alumni/student engagement programs, please visit [http://alumni.usc.edu/students](http://alumni.usc.edu/students) or call the USC Alumni Association at 213-740-2300.
### Regional Alumni Clubs and Chapters Awarding Scholarships for 2015-2016

**Southern California:**
- Bakersfield-Kern County
- Los Angeles
- LA Beach Cities
- Inland Empire
- North Orange County
- OC Beach Cities
- San Diego
- San Fernando Valley
- San Gabriel Valley
- Santa Clarita Valley
- San Luis Obispo
- South Orange County

**Central – Northern California**
- East Bay
- Fresno
- Sacramento
- San Francisco
- Silicon Valley

**Other U.S. Clubs**
- Atlanta
- Austin
- Boston
- Chicago
- Colorado
- Dallas
- Hawaii
- Houston
- Kansas City
- Lake Tahoe
- Las Vegas
- New Mexico
- New York
- Oregon
- Phoenix
- Seattle
- Twin Cities
- Utah
- Virginia
- Washington, DC
## Alumnae Groups Awarding Scholarships for 2015-2016

<table>
<thead>
<tr>
<th>Scholarship:</th>
<th>During 2014-2015 student must be a:</th>
<th>Additional criteria:</th>
</tr>
</thead>
</table>
| Interfraternity Parents Council                   | current USC junior                  | Junior in the 2014-2015 academic year  
Must be a fraternity member in good standing |
| Intersorority Parents Council                     | current USC junior                  | Junior in the 2014-2015 academic year  
Must be a member of a sorority              |
| Society of Trojan Women                           | current USC student                 | Returning USC student                                                                |
| Town and Gown (separate application)              | Current USC student                 | From Southern California                                                             |
| Town and Gown Junior Auxiliary of Orange County   | current USC student                 | From Orange County                                                                   |
| Trojan Affiliates                                 | current USC student                 | From San Gabriel Valley                                                             |
| Trojan Guild of Los Angeles                       | current USC junior                  | Junior in the 2014-2015 academic year                                           |
| Trojan Guild of Orange County                     | current USC student                 | From Orange County                                                                   |
| Trojan League Associates of the Foothills          | Current sophomore or junior         | From Eastern Los Angeles County and western San Bernardino                         |
| Trojan League Associates of the Desert            | current USC student                 | From Coachella Valley                                                                |
| Trojan League Associates of San Diego County      | current USC junior                  | Graduated from a high school in San Diego County                                   |
| Trojan League Associates of the Valleys           | current USC junior                  | From San Fernando Valley, Santa Clarita Valley or Ventura County                   |
| Trojan League of Los Angeles                      | current USC student                 | Enrolled in USC Dornsife College of Letters, Arts, and Sciences                      |
| Trojan League of Orange County                    | current USC student                 | From Orange County                                                                   |
| Trojan League of the South Bay                    | current USC student                 | From South Bay (of Southern California)                                             |
| Trojan Tribute – Association of Trojan Leagues    | current USC junior                  | With demonstrated leadership experience at USC                                 |
2015-2016 USC Alumni Scholarship Program

October 1, 2014
Alumni Scholarship Application will be available to returning undergraduate students via the USCAA website at http://alumni.usc.edu/students/scholarships/

November 21, 2014
Scholarship training for alumnae group scholarship chair
The training will be held at 9:30 in the Rosen Family Theatre, TCC 227
Each alumnæ group is required to send at least one representative to this training.

December 3, 2014
Scholarship training teleconference for club presidents and/or scholarship chairmen
Each regional group is required to send at least one representative to this training. Additional information regarding this conference call will be distributed in November.

Mid-December 2014
Fall Scholarship Statements distributed to presidents and or scholarship chairmen

January 30, 2015
Scholarship payments (prefund) for 2015-2016 must be received by USCAA. Please submit the full amount payable to the “USC Alumni Association” to:

Sarah Bochicchio
USC Alumni Association
3607 Trousdale Parkway, TCC 305
Los Angeles, CA 90089-3106

Organizations that have failed to pay their scholarship commitments for their 2014-2015 awards and any previous balance will be frozen and will not be allowed to award scholarships for the upcoming year.

Any unused portion of the scholarship funds deposited for the 2014-2015 season will remain in the organizations’ on-campus scholarship account and will be reflected on the December 2014 scholarship statement.
2015-2016 USC Alumni Scholarship Program

PLEASE NOTE: It is the responsibility of the president and scholarship chair to share this information with organization’s treasurer to ensure that timely payments are made to the USC Alumni Association.

February 1, 2015

USC Alumni Association Scholarship Application Deadline

USCAA scholarship applications must be submitted online by 11:59 p.m. Sunday, February 1, 2015. Late applications will not be considered. Applications are available at http://alumni.usc.edu/students/scholarships

February 2-13, 2015

Batches of applications will be distributed to the groups based on the order in which prefund payments were submitted.

February – April 2015

Interview period for continuing USC Students

Interviews are not mandatory. For those groups outside of Southern California, phone, email, and other forms of technology to conduct interviews are permissible and encouraged. These methods are especially helpful if considering current students studying abroad during the spring semester. If you would like to conduct interviews at the Epstein Family Alumni Center, please call (213)740-2300.

March 16 – 20, 2015

SPRING BREAK

April 17, 2015

2015-2016 Scholarship Nomination Forms due

You may submit your scholarship nomination form, which includes the list of potential 2015-16 scholarship recipients, at any time before April 17 once you have completed your interview and selection process.

THE FORM WILL BE EMAILED TO YOU AND IS DUE BY APRIL 17, 2015 — NO EXCEPTIONS.

You will receive an e-mail confirmation of your submission. Please keep this for your records and allow three to four weeks for a response.

PLEASE NOTE: The USC Office of Financial Aid (FAO) reviews and applies all awards to students. This information is first returned to USCAA, then to the Scholarship Chair.
2015-2016 USC Alumni Scholarship Program

Please do not contact any students until instructed by USCAA.

Please note this is a very busy time for USC Admissions and Financial Aid. In addition to the alumni scholarship program, these offices are coordinating admissions and financial assistance for several thousand students university-wide.

We appreciate your patience and will do our best to respond to your nominations in a timely manner. Please allow three to four weeks for a response.

Early June 2015

Final list of approved recipients sent to scholarship chairs.

Each organization may contact its award recipients by phone, mail, or email regarding the intended award once the award has been approved by FAO and USCAA. **Do not contact recipients prior to that time.**

It is highly recommended that you use the Sample Notification Email available at the end of this handbook. They do not need to be submitted to USCAA.

We also ask that you notify any students that did not receive an award. There is a sample notification for those students that were not nominated at the back of the handbook as well.

June 2015

Spring scholarship statements distributed to presidents and/or scholarship chair via email

July 1, 2015

All awards are final. Awarding organizations may not submit any additional names or alternates after this date. Any unused portion of the scholarship funds deposited for the 2015-16 season will remain in the organizations’ on-campus scholarship account and be reflected on the December 2014 scholarship statement.
2015-2016 USC Alumni Scholarship Program

The USC Alumni Association and its related entities award nearly $4 million in alumni scholarships to current undergraduate and graduate students each year.

USC volunteers all over the country help interview students for scholarships. Not only do these scholarships help students to succeed at USC, but they help expose students to the vast Trojan Family network lifelong and worldwide.

The following information is to be used as a resource for preparing volunteers involved in reviewing scholarship applications and conducting interviews.

**USC Alumni Scholarships:**
Alumni who are meaningfully engaged and exposed to the Trojan network as students and recent graduates are most likely to remain connected to the university and ultimately become promoters, supporters, and leaders for a lifetime.

The Alumni Scholarship Program is one of the best ways to connect current students to the Trojan Family, identify future leaders, and promote our culture of philanthropy.

Today, USC students are truly exceptional both inside and outside the classroom. During the scholarship process it is important to score students in the following areas:

- **Outstanding academic achievement**
- **Significant involvement in campus and or community activities**
- **Demonstrated leadership abilities**
- **Honors and awards**
- **Commitment to career or professional development through work experience and or internships**
- **Dedication to and understanding of the Trojan Family**

**USC Scholarship Volunteers:**

USC Scholarship Volunteers are ambassadors of the university and should consider their time reviewing applications and conducting interviews as an important responsibility for being a representative voice of the USC Alumni Association for the advancement of the university.

Ambassadors should always exemplify the five characteristics of a Trojan - faithful, scholarly, skillful, courageous and ambitious. As alumni members of the Trojan Family, it is encouraged that volunteers have some knowledge of and be able to share information on the programs and services of the USC Alumni Association in addition to the organization they are representing.

Current USC students often have questions about the alumni experience and may have a desire to connect to the alumni in your organization for the purpose of networking. It is important for you to openly share your
experiences with students. Your organization may also consider providing students with literature about your organization and USC Alumni Association. If you are unsure about an answer to a question feel free to direct them to contact the USC Alumni Association at 213-740-2300 or scholarships@alumnicenter.usc.edu.

**General Guidelines for Interviews:**

Organizations may not award scholarships to incoming freshmen, incoming transfers or students receiving full tuition benefits.

No member of your organization who is a parent, relative or close friend of a scholarship applicant may be involved in any portion of the scholarship application screening, interviews, or decision-making process.

Do not make any promises to students about scholarship awards or financial assistance. The USC Financial Aid Office makes all decisions and will confirm the awards with the designated USCAA staff member. Do not contact FAO directly or instruct a student to contact FAO directly. All questions should be directed to the USC Alumni Association at 213-740-2300 or scholarships@alumnicenter.usc.edu.

Please dress in business or business casual attire when interviewing.

Put each candidate at ease.

Politely introduce yourself and share a little about your alumni involvement. Remember to be brief to give the student maximum time to share their student experience and accomplishments.

Review each student’s application before the interview and highlight sections that you would like the student to explain in more detail.

At the end of the interview be sure to ask the applicant if they have any questions or need additional materials about USC.

Remind the student that scholarship notifications will be emailed in May or June. All scholarship awards must first be approved by the USC Financial Aid Office.

**Helpful Interview Tips:**

Use informal conversation to break the ice and develop rapport with the student.

Ask “open ended” questions that prevent “yes” or “no” answers and provide the information necessary to enable the scholarship committee to select the most exceptional students.

Look for personal and intellectual qualities that might not be expressed in the student’s application.
2015-2016 USC Alumni Scholarship Program

Always respect the confidentiality of information given to you.

Make the student feel comfortable and remain positive throughout the entirety of the interview.

Do not eat or drink during the interview.

**Suggested Questions for Scoring Candidates:**

**Outstanding Academic Achievement:**
Which USC course has been your most interesting/challenging? How did you overcome the challenge and find success?
Which USC professor has made a significant impression and how?
Describe a class project that you are particularly proud of.

**Significant involvement in campus and or community service activities:**
What campus/community service activities are the most rewarding to you and why?
Which one has left a significant impression on you or caused you to reconsider your career pursuits?
What new thing have you learned about yourself through your campus and or community service involvement?

**Demonstrated Leadership Ability:**
Who has played a meaningful role in your life, and in what way?
Which leadership role do you value most?
Describe a time when you had to resolve a conflict within your organization or activity? What steps did you take to resolve the issue?

**Honors and Awards:**
Describe the honor and award you are most proud of.
Explain how the awards have helped or will help you achieve your goals.

**Commitment to career or professional development through work experience and or internships:**
Describe how your work experience or internship has helped you further develop your skills for your career pursuits.
Explain how you contributed to the success of a work-related project.
Are there any other internships or positions that you will pursue or are pursuing to help further your career goals?
Have you participated in job shadowing? Met with a counselor at the USC Career Center? Had a mock interview?
What is some of the feedback that you have found most surprising and or helpful?

**Dedication to and understanding of the Trojan Family:**
Why did you choose USC?
What attributes do you have that make you an asset to USC?
How do you embody the five traits of a Trojan – faithful, scholarly, skillful, courageous, and ambitious?
In five or ten years, how will your accomplishments add significance to the Trojan Family? How do you think USC can help you reach these goals?

**Additional items for students to bring to the interview:**

To help you distinguish good students from GREAT students you and your scholarship committee may ask students to bring supporting documents to the interview. This is not mandatory and does not have to be submitted to the USC Alumni Association but it may be helpful as you make your final selections. Here are a few suggestions:

- Print out of completed course work with cumulative GPA
- Current resume showing work and intern experience, honors, awards, skills, and professional objectives
- Completed class project they are most proud of
- Sample of student’s blog or website
- Portfolio of student’s work
- Online or printed articles mentioning the student
Questions Not to Ask Students

- Do not ask if the student needs financial assistance in order for him/her to continue at USC. Do not ask the student if he/she will still continue at USC if he/she does not receive the award. You may ask if the student has applied for financial aid.

- Do not promise financial assistance. Only the USC Financial Aid Office decides on financial packages.

- Do not speak negatively of other colleges and universities.

- Do not discuss negative stereotypes, such as “drinking habits” of campus clubs/organizations.

- Do not ask questions which could be construed as discriminatory. Examples:
  - Name: No questions about the applicant’s name/maiden name/mother’s maiden name...could be construed as question about ethnicity
  - National Origin/Religion: Do not ask questions of nationality, lineage, ancestry, national origin, descent, religion and parentage of applicant or applicant’s parents. Do not ask how applicant acquired the ability to read, write, or speak a foreign language.
  - Sex/Marital Status/Family/Living Arrangements/Personal Appearance: Do not ask, “With whom do you live? Where did you live previously?” Do not comment on applicant’s complexion, color of skin, eyes, hair, etc. or ask any questions related to applicant’s height and weight, sex, marital status, number/ages of children, pregnancy, child bearing, or birth control.
  - Organizations: Do not inquire about membership in organizations whose name or character would reveal personal information that could be used to discriminate against the applicant.
  - Criminal Record: You may not ask if the applicant has been convicted of a crime.

- Do not attempt to answer a question when you do not have the information! Refer the student to the appropriate person or office.
2015-2016 USC Alumni Scholarship Program

The following profiles are based on actualy students who portray exceptional, average, and below average qualities. Each portrait is based on an actual USC student, although names have been changed. It’s important to note that while each USC student is exceptional by right of going to USC, there are differences between the students on how involved and dedicated they are during their time at USC.

**Exceptional Student:**

Diana, a junior Psychology and Neuroscience double major, has gotten very involved on campus! Her freshmen year she joined several committees on USG such as Trojan Pride Committee, PR Committee, and University Affairs. She also participated in the Emerging Leaders Program, a leadership development program for freshmen.

She joined a sorority and is actively involved in it, becoming VP Pan-Hellenic her sophomore year. As a sophomore, she became a WYSE mentor, a group that mentors 8th grade girls on topics like healthy relationships and body image. She started her job as Peer Leadership Consultant, where she works 8-10 hours a week helping students get involved on campus, and helping organizations grow and thrive at USC. She began writing for the Greek newspaper, The Odyssey, and started a weekly column called Greek of the Week.

In the spring of her sophomore year, she worked as a Research Assistant for 10 hours a week in a well-known Law and Psychology lab. Diana won Greek of the Year at the Tommy awards, and Most Pan-Hellenic Spirit at the Greek Awards.

Her grade point average of 3.89 has allowed her to join several honor societies such as Order of Omega, Sigma Alpha Lambda (of which she is VP Membership), and Alpha Delta Lambda. She is the new president of Nu Rho Psi, the Neuroscience Honors Society.

Last summer, she studied education in rural Ghana as part of an independent research fellowship. In the spring, she will begin conducting independent research for her Psychology Honors Thesis. She is also running for the 2013 Pan-Hellenic president. She hopes to do either the Peace Corps or Teach for America when she graduates.

**Average Student:**

Susan, a junior comparative literature major, likes to balance work and play. She earns a 3.4 GPA in her classes, and enjoys reading for fun. Like Diana, she joined several USG committees her freshmen year, but decided they weren’t for her so she didn’t stick with them.

She has recently become more involved in Joint Educational Project, where she goes into schools to teach underprivileged students math and science. She loves working with the students, and enjoys receiving extra credit for it in her classes. Because of her love of children, she has looked into joining Troy Camp, but hasn’t done so yet.

In her free time, she plays intramural soccer, a sport she’s enjoyed since high school. She has a part-job at the Athletic Department, where she keeps the office organized and helps in any way she can.
She loves being a Trojan and makes an effort to attend different events on campus, such as Visions and Voices events or USC athletic events.

She would like to go to graduate school after USC.

**Below Average Student:**
Jill, a junior Communications major, spends most of her time with friends. She sometimes struggles with grades, because she has a tough time waking up for classes and sometimes doesn’t feel motivated.

She’s recently pulled her GPA up to a 3.0, so she’s happy about that. She attends football games at USC, but doesn’t take advantage of many other opportunities. She likes to relax with friends, cook dinners at home, and watch good movies.

She’s joined a couple of clubs, such as Model UN and Relay for Life, but dropped out after a few months, because she decided that she didn’t want to spend that much time.

She has a part-time job as a receptionist at the Scheduling office.
Today, USC students are truly exceptional both inside and outside the classroom. During the scholarship process it is important to score students in follow areas:

1. **Outstanding academic achievement**
2. **Significant involvement in campus and or community activities**
3. **Demonstrated leadership abilities**
4. **Honors and awards**
5. **Commitment to career or professional development through work experience and or internships**
6. **Dedication to and understanding of the Trojan Family**

### SCORING RUBRIC

<table>
<thead>
<tr>
<th>ACADEMIC ACHIEVEMENT</th>
<th>5</th>
<th>3</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>• 3.8+ cumulative GPA</td>
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<td></td>
<td></td>
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<tr>
<td>• 16-18 units of rigorous course load</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Strong focus on major courses in addition to electives that broaden perspective</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>CAMPUS ACTIVITIES AND COMMUNITY SERVICE</th>
<th>5</th>
<th>3</th>
<th>1</th>
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</thead>
<tbody>
<tr>
<td>• Shows sustained involvement in several groups that are meaningful to the student</td>
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<tr>
<td>• Displays a passion and commitment for community service through ongoing participation</td>
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<tr>
<td>• Commits 10-15 hours to various activities</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>DEMONSTRATED LEADERSHIP ABILITIES</th>
<th>5</th>
<th>3</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Shows progressive responsibility and leadership roles in campus and community activities</td>
<td></td>
<td></td>
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<tr>
<td>• Conveys ability to successfully/creatively resolve conflicts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Demonstrates exceptional communication skills</td>
<td></td>
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</tbody>
</table>

| • Has held a few leadership positions in various organizations |     |     |     |
| • Demonstrates satisfactory communication skills |     |     |     |

| • Has not held any significant leadership positions in campus or community organizations |     |     |     |
| • Demonstrates poor communication skills |     |     |     |
## 2015-2016 USC Alumni Scholarship Program

<table>
<thead>
<tr>
<th>Category</th>
<th>Record of leadership positions in campus wide orgs like Student Senate</th>
<th>Has received multiple awards for academic achievement, service, or leadership</th>
<th>Has received other merit based scholarships</th>
<th>Has received some awards for academic achievement, service, or leadership</th>
<th>Has received other merit based scholarships</th>
<th>Has not received any awards for academic achievement, service, or leadership</th>
<th>Has received few or no merit based scholarships</th>
</tr>
</thead>
<tbody>
<tr>
<td>HONORS AND AWARDS</td>
<td>5</td>
<td>3</td>
<td>1</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Category</th>
<th>Strong work and internship experience through consistent employment</th>
<th>Some work and internship experience through sporadic employment</th>
<th>Commits 6-8 hours to work or internship</th>
<th>Little or no work and internship experience</th>
<th>Commits 2-5 hours to work or internship</th>
</tr>
</thead>
<tbody>
<tr>
<td>WORK EXPERIENCE AND INTERNSHIPS</td>
<td>5</td>
<td>3</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category</th>
<th>Demonstrates enthusiasm and strong interest in Trojan Family</th>
<th>Demonstrates interest in Trojan Family</th>
<th>Has some knowledge of history as well as future of USC</th>
<th>Demonstrates little or no interest in Trojan Family</th>
<th>Has little or no knowledge of history as well as future of USC</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEDICATION TO TROJAN FAMILY</td>
<td>5</td>
<td>3</td>
<td>1</td>
<td></td>
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</tbody>
</table>

### TOTALS:

### FINAL SCORE:
Dear <student’s full name>:

Congratulations! On behalf of <name of organization> you have been selected to receive a scholarship award. The amount of your award will be finalized by the Financial Aid Office and will be applied to your Fall and Spring semester Financial Aid Statements.

This one-time merit based scholarship award will be deposited to your student account once you have registered for classes for the 2014-2015 academic year.

Please respond directly to this email by <date> at <time>, if you intend to accept or decline this scholarship.

The USC Alumni Association and its affiliated groups awards nearly $4 million every year in alumni scholarships to continuing USC students. The USC Alumni Association’s mission is to support the overall advancement of the University of Southern California by engaging all alumni for life, building a culture of philanthropy among the Trojan Family, and being the representative voice for all USC alumni. If you wish to re-apply for our scholarship or wish to find other opportunities as a continuing USC student, please visit the USC Alumni Association website http://alumni.usc.edu/students for more information.

We hope you continue to enjoy your student experience at USC. If you have any questions about your scholarship award, please contact me at <insert email and or phone number>.

Congratulations again on this exciting accomplishment!

Sincerely,

<First Name>

Full name
Title
Organization
*Address
City, State, Zip
Phone
Website

* You may use the USC Alumni Association address: Epstein Family Alumni Center, 3607 Trousdale Parkway – TCC 305, Los Angeles, CA 90089
Dear <student’s full name>:

Thank you for applying for a USC Alumni Association Scholarship. While your application showed your hard work and dedication to your academics and activities, the <name of organization> has chosen not to award you a scholarship for the 2015-2016 academic year. The USC Alumni Association scholarship program is an extremely competitive one that receives more than 1,000 applications each year. We encourage you to continue to maintain your outstanding academic achievements and extracurricular involvement and reapply for a USCAA scholarship next year.

Keep up the hard work!

Sincerely,

<First Name>

Full name
Title
Organization
*Address
City, State, Zip
Phone
Website

*** You may use the USC Alumni Association address: Epstein Family Alumni Center, 3607 Trousdale Parkway – TCC 305, Los Angeles, CA 90089***