

October 10, 2018

Zoraya Wellmaker

6316 Sea Lavender Ln

Tampa, Florida 33624



2306 N. Howard Avenue

Tampa, FL 33607

P 813.574.0260

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EducationFoundation.com

Dear Zoraya:

Congratulations! You have been selected to receive the Upper Tampa Bay Education Foundation for \$2000. Our scholarship donor was very impressed with your accomplishments. Hillsborough Education Foundation is pleased to assist you in your journey toward your education and future career by awarding you this scholarship.

To receive your scholarship, you must submit the following three documents by June 30, 2019:

- 1. Complete the attached Enrollment Verification Form:** Fill out the top portion of the Enrollment Verification Form with the last 4 digits of your social security number, college ID# and sign it. Then take the enrollment verification form to the Financial Aid or Registrar's Office and ask them to complete the bottom portion. Ask them to mail it directly to the Hillsborough Education Foundation or give it back to you to return with your other documents. If the school would like to attach their own enrollment verification form instead, remember to complete the top portion of the enrollment form, add the school name/ address then send both forms back together. **Some schools may not verify your enrollment until after the Drop/Add week. Until we have the completed enrollment verification form, we cannot issue payment to the school.**
- 2. Write a thank you letter to your scholarship donor:** It is important to express gratitude to your scholarship donor. The thank you letter should include the name of your scholarship and be addressed "Dear Donor". Your letter should consist of, but not limited to, answers to the following questions: Why are you thankful for this scholarship? How will it help you achieve your future goals? What does this scholarship mean to you?
- 3. Complete the attached Information Release Form:** By signing this form, you are authorizing the Hillsborough Education Foundation to use photographs or release any written testimonials to the press or to the donor. These may be used in print media, television, or the Hillsborough Education Foundation's website now and in the future. If you do not wish to be quoted, return the form to the Hillsborough Education Foundation and circle "**do not**" authorize on the form.

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Once all documents have been received in our office, your tuition will be paid directly to the school. If total tuition is less than the award, or if it has already been paid by another scholarship, the remainder may be used to pay for books.

As a reminder, all three documents listed below must be received by the Hillsborough Education Foundation before the scholarship can be paid to the college.

1. Thank you letter to donor
2. Signed Information Release Form
3. Completed Enrollment Verification Form

Your scholarship is only available until June 30, 2019. All required documents must be received by this date to receive your awarded scholarship.

Please mail, email or fax your documents to:

Mail: Hillsborough Education Foundation / Attention: Scholarships

2306 North Howard Avenue, Tampa, FL 33607

Email: Scholarships@educationfoundation.com (subject line: include your full name)

Secure Fax: (813) 280-0595 (make sure to include your full name on fax)

Note: It's best to send all documents together unless you are waiting for your college to send a college enrollment verification form separately.

Scholarship questions should be directed to Cheryl Hedrick by email

scholarships@educationfoundation.com or by direct phone # 813-574-0273.

Congratulations again on your accomplishments!

A handwritten signature in cursive script, reading "Cheryl Hedrick", written in black ink on a light-colored background.

Cheryl Hedrick, Senior Assoc. Director of Scholarships

Hillsborough Education Foundation



ENROLLMENT VERIFICATION FORM

Award Name: Upper Tampa Bay Education Foundation

Amount: \$2,000

Recipient's Name: Zoraya Wellmaker

Last 4 digits of SSN #: _____ **College Student ID #:** _____

Scholarship Fund: #5782

Student Email:

My signature authorizes the representatives of the financial aid office at the institution named below to release the information requested on this form to representatives of the Hillsborough Education Foundation. I have read the information and understand the guidelines of this award.

Signature

Date

Ask your school to complete the bottom portion of this form. If your school gives you a separate enrollment verification document, please return this form with the top portion completed and the school name listed. Check document attached box below and send both forms. Once we have received all your forms, a check will be issued payable to the institution listed below. **The deadline to return all documents is June 30, 2019.**

College enrollment documentation attached: Yes ___ No ___

College Registrar or Financial Aid Office: Please complete this form to verify that the student listed above is enrolled in your institution for the 2018-2019 school year. (Please Print)

Institution Name _____

Dept. name to receive payment _____

Payment mailing address _____ City/State/Zip _____

An authorized signature by the College or University's Financial Aid Office Representative is required to verify the student's enrollment in the college or university.

X _____

Signature

Title

Date

Return to the student or send form to: **Hillsborough Education Foundation 2306 N. Howard Ave., Tampa, FL 33607 or Fax: (813) 280-0595** **Note to College:** If the remainder of the student's tuition is less than this award or if it has already been paid, the remaining balance may be used to pay for books, room & board, meal plans or other fees directed toward the cost of the student's education. **Funds should not be used to supplant other scholarships.** If you have questions, contact Cheryl Hedrick at (813) 574-0273.

INFORMATION RELEASE FORM



I, _____, **Do / Do Not** (circle only one) hereby

Your name

authorize the Hillsborough Education Foundation to use photographs, videos, and to use testimonials (verbal and written). Thank you letters, photographs, videos, and testimonials can be used in any print media, television, and website marketing now and in the future.

I **Do / Do Not** (circle only one) hereby release, discharge, and agree to hold harmless the Hillsborough Education Foundation and any representative or employee from any liability by any use whatsoever of said information.

Student: Zoraya Wellmaker

Address: _____

Phone: _____ **Cell Phone:** _____

Email: _____ **Date:** _____

Student's Signature

X _____

If the student is under the age of 18, a parent must sign below:

Parent or Legal Guardian (Print Name)

X _____

Parent or Legal Guardian's Signature

X _____