

## Rotary Club of Stockton - The Frank Thornton Smith Music Scholarship Procedure for Payment

The scholarship award request along with proper documentation should be submitted to the following:

Frank Thornton Smith Music Scholarship  
Dr. Kathy Hart, Scholarship Chair  
The Rotary Club of Stockton Scholarship Committee  
P O Box 7457  
Stockton, CA 95267

The award will be paid in two installments:

- **FIRST** installment will be paid upon receipt of documentation of enrollment as a full-time student in any accredited two\* or four-year college or university within the United States. The recipient must be a full-time student (12 credit hours/units minimum) each semester and must include his/her Student Identification Number. **The deadline for submission of documentation for the first semester is October 15<sup>th</sup> each year.**
  
- **SECOND** installment will be paid upon receipt of documentation of proof of enrollment for the second semester plus proof of having attained a 2.5 GPA or better on a 4.0 scale at the end of the first semester of attendance. **The deadline for submission of documentation for the second semester is March 15<sup>th</sup> each year.**

It is the responsibility of the recipient to see that proper documentation, including the Student Identification Number, is submitted to the Scholarship Chair of the Rotary Club of Stockton in a timely manner. If the award is not given out due to a lack of documentation submission in a timely manner, the Rotary Club of Stockton reserves the right to award another student. Documentation must be submitted **NO LATER THAN** October 15 of the first semester and March 15 of the second semester.

The award will be paid directly to the institution in the name of the recipient and can only be used for tuition, institutional fees, or books. Under no circumstances may the money go directly to the student. The Stockton Rotary Club will request sufficient documentation from the educational institution to ensure that the funds have been appropriately used.

\*In the event that the student attends a two-year community college, the award is for the cost of books, fees, and tuition up to the awarded amount and not the singular dollar amount as the community college charges may be less than the award.

**Please direct any questions to:**

Dr. Kathy Hart, Scholarship Chair  
[kathy8311@comcast.net](mailto:kathy8311@comcast.net)