

## Rotary Club of Stockton - The La Rue Vocational & Technical Scholarship Procedure for Payment

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

LaRue Vocational and Technical 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 first semester of attendance** upon verification of enrollment 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) and must include his/her Student Identification Number in the documentation.

The procedure for payment of the award is as follows:

- If the award is to be used for tuition or enrollment fees, the award will be made out to the school or institution on behalf of the award recipient.
- If it is used for the purchase of books, tools, supplies etc., a check could be made out to a bookstore, vendor, or supplier on behalf of the award recipient. Under no circumstances is the award check to be made out directly to the recipient, unless he/she has produced receipts documenting the purchase of identified books, supplies, equipment, etc.
- It is the responsibility of the recipient to see that proper documentation is submitted to the Treasurer of the Stockton Rotary Endowment in a timely manner.
- If the award is not given out due to a lack of documentation submission in a timely manner, the Stockton Rotary Endowment reserves the right to award another applicant. Documentation must be submitted **NO LATER THAN October 15<sup>th</sup> each year.**

\*In the event that the student attends a two-year community college, the award is for the cost of books, fees, tuition, tools or supplies up to the awarded amount and not the singular dollar amount as the community college charges may be less than the award. This award must be used within one calendar year of the announcement of the award.

**Please direct any questions to:**

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