



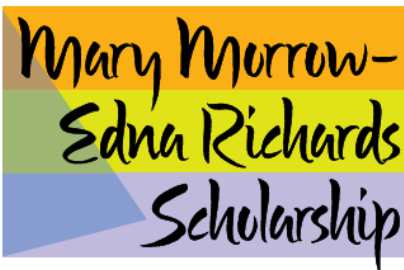
## Scholarship Guidelines

For the Mary Morrow-Edna Richards Scholarship of the North Carolina Association of Educators

The North Carolina Association of Educators Business Office administers and audits the **Mary Morrow-Edna Richards Teaching Scholarship Fund** on behalf of the North Carolina Foundation for Public School Children (NCFPSC). The MMER Fund was created by teachers in honor of longtime NCAE members and leaders Mary Morrow and Edna Richards, and is perpetuated by voluntary contribution of NCAE members, and friends of NCAE.

Monies in the fund consist of contributions made to honor living educators, memorials, and all honoraria received by past presidents of a former NCAE division, the NC Association of Classroom Teachers. All contributions are tax deductible as they are gifts to the NCFPSC. Scholarship awards shall be in the amount of \$1,000, as directed by the NCAE Board of Directors. The number of scholarships shall be determined by earnings of the Fund, as of January 31 annually.

1. Applicants must be **North Carolina residents** enrolled in an accredited teacher education program. They must be currently in their **JUNIOR YEAR OF COLLEGE** and willing to teach in the public schools of North Carolina for at least **two (2) years** following graduation, and are strongly encouraged to become members of the NCAE following graduation.
2. In September of the year following the disbursement of funds, an Employment Verification Letter will be sent to recipients, and is to be returned within 30 days of receipt. Failure to verify employment will result in a request for repayment of scholarship funds.
3. Preference may be given to children of NCAE members and to members of Student NCAE as part of the selection process. Other selection criteria are character, personality, scholastic achievement, evidence of promise as a teacher, and the financial need of the applicant.
4. An official transcript of college work through the first semester of the junior year must be submitted. *Unsealed transcripts are not considered official.*
5. Recommendations are required from at least three (3) persons who are familiar with the student. Two (2) recommendations should be from persons knowledgeable of the student's abilities and scholastic (college) experience and a third recommendation should be provided from the student's home community. The person making the recommendation should mail this information directly to the state NCAE office. Recommendations mailed by the applicants **must** be sealed with a signature across the envelope flap, or they will not be considered.
6. Applicants must submit a digital photo via e-mail to [awards@ncae.org](mailto:awards@ncae.org). Photos should be a head and shoulders shot, jpeg file format, 300 dpi and no larger than 4 inches by 5 inches in size. Photos will be used for publicity only.
7. **All** required materials must be postmarked no later than **JANUARY 30, ANNUALLY**. Mail all recommendations to the attention of Mary Morrow-Edna Richards Scholarship, NCAE, P.O. Box 27347, Raleigh, NC 27601-7347.



## Scholarship Program Policies

*For the Mary Morrow-Edna Richards Scholarship of the North Carolina Association of Educators*

The North Carolina Association of Educators Board of Directors will determine the winners of each scholarship and directs the funding of the scholarships through donor-advised funds contributed to the North Carolina Foundation for Public School Children. The **Mary Morrow-Edna Richards Teaching Scholarship Fund** was created by teachers in honor of longtime NCAE members and leaders Mary Morrow and Edna Richards, and is perpetuated by voluntary contribution of NCAE members, and friends of NCAE.

Monies in the fund consist of contributions made to honor living educators, memorials, and all honoraria received by past presidents of 2 former NCAE divisions, the NC Association of Classroom Teachers. All contributions are tax deductible as they are gifts to the NCFPSC. Scholarship awards shall be in the amount of \$1,000, as directed by the NCAE Board of Directors. The number of scholarships shall be determined by earnings of the Fund, as of January 31 annually.

1. NCAE Board of Directors will determine the winners and directs the funding of the scholarships through donor-advised funds contributed to the NCFPSC.
2. Contributions and earned monies of the Fund shall be accumulated to the Fund as they are received.
3. The state NCAE president shall appoint a screening committee to review applications and to select winners and alternates. Winners will be notified by mail and receive scholarship certificates from NCAE.
4. In the fall of the applicant's senior year, the NC Foundation for Public School Children shall assume the responsibility of forwarding the scholarship money directly to the institution in which the recipient is enrolled.
5. The institutions are requested to return to NCAE/NCFPSC any money not used by the recipient.
6. All required materials must be postmarked no later than **JANUARY 30, ANNUALLY**. Mail all recommendations to the attention of Mary Morrow-Edna Richards Scholarship, NCAE, P.O. Box 27347, Raleigh, NC 27601-7347.

