

Center for Scholarship Administration  
4320 Wade Hampton Boulevard, Suite G ♦ Taylors, SC 29687  
Phone: 864-268-3363 ♦ Fax: 1-864-268-7160  
Email: [admin@csascholars.org](mailto:admin@csascholars.org)

October 14, 2021

Dear Guidance Counselor:

Subject: Carl and Evan Swanson Scholarship

It is time to begin the process for students who wish to apply for a scholarship beginning with the fall semester. We appreciate your assistance in marketing the program to the students in your school. I have enclosed a sample flyer that can be used to publicize the scholarship to students. Please post the flyer in areas where the students normally congregate.

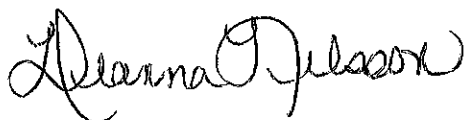
Also enclosed is a Frequently Asked Questions (FAQs) document that provides information about the scholarship requirements, eligibility, and application process. Please make this available as appropriate through the school's guidance counselors and other methods that may become available. Let us know if you have other suggestions on how to advertise the scholarship or need additional information to provide to potential candidates.

Applications will be accepted starting on October 28, 2021 and ending on January 6, 2022. Scholarship candidates will apply online at [www.csascholars.org/swanson](http://www.csascholars.org/swanson). Scholarships will be announced on or about March, 2022. Please let us know if you have a special award ceremony where scholarship awards are announced so we can provide you with a list of the awardees in a timely manner. We can provide award certificates upon request.

If you have questions, please call me at 864-268-3363 (Monday – Thursday: 8:30 a.m. - 4:30 p.m., Eastern Time). You can also email me at [admin@csascholars.org](mailto:admin@csascholars.org).

Thank you. We appreciate the opportunity to work with you on this scholarship program.

Sincerely,



Deanna Nilsson  
Scholarship Director

Enclosures

## Carl and Eva Swanson Scholarship

2022-2023

### Frequently Asked Questions

**Q. Who is eligible for the scholarship?**

**A:** Applicants must:

- Be high schools seniors or graduates of a high school located in Webster County, Iowa.
- Be of good Christian character.
- Be underprivileged or a member of a minority group.
- Be planning to attend full-time an accredited college, university or vocational school within the State of Iowa.

**Additional Desired Qualifications**

- A minimum cumulative GPA of 2.5 on a 4.0 scale.

**Q. How do I apply?**

**A:** Interested applicants may apply online at [www.csascholars.org/swanson](http://www.csascholars.org/swanson).

**Q: How are applications submitted?**

**A:** Applications must be submitted online via the Center for Scholarship Administration (CSA) portal. There are three steps to complete and submit the application:

1. Set up an account through the portal.
2. Login to the account and complete the application. A confirmation email will be sent when the application is received by CSA. Applicants should contact CSA if a confirmation email is not received.
3. Mail in any additional required materials. See list below.

**Q: What constitutes a complete application packet?**

**A:** A complete application package includes the following:

- Official transcript with grades and cumulative GPA posted through the latest Fall semester.
- Student Authorization and Acknowledgements Form, found in the online application, signed by the scholarship candidate.
- Personal statement/essay:
  - Submit a one-page signed personal statement explaining why the scholarship is important to you. Include your college and career plans.
- List of academic honors, leadership skills, community service, etc.
- Student Aid Report (SAR) from the Free Application for Federal Student Aid (FAFSA).
- A completed W-8 or W-9 IRS Form, as applicable. This form must be completed by the applicant.

**Note:** Each item should include both the applicant's name and name of the scholarship at the top of the page.

**Q: When is the deadline for submission of materials?**

**A:** The online application must be completed and transmitted to CSA no later than **January 6, 2022**. Any required supplemental materials that need to be mailed must be mailed to CSA no later than **January 6, 2022** and should be mailed in one package.

**Q: What is the amount of the scholarship award?**

**A:** The amount of scholarship awards may vary.

**Q: How can scholarship awards be applied?**

**A:** Funds may only be used to pay tuition, fees, books and supplies as required by your courses.

**Q: What school may I attend?**

**A:** You must be enrolled in an accredited college, university or vocational school within the State of Iowa, in any field of study leading to a degree, diploma or certificate, provided the institution meets the requirements in the following paragraph. Recipients must be enrolled full-time each semester and working towards a certificate or undergraduate degree.

The institution must be an educational organization that normally maintains a regular faculty and curriculum and normally has a regularly enrolled body of pupils or students in attendance at the place where its educational activities are regularly conducted. To the extent the institution is involved in the selection of the recipients (if at all), that involvement must comply with the Scholarship Program's policy of awarding scholarships on an objective and non-discriminatory basis as well as the Scholarship Program's Conflict of Interest Policy.

**Q: How will I be notified if I am chosen as a recipient?**

**A:** All applicants will be notified in writing by email, whether or not they have been selected to receive a scholarship. Those students selected will download a package from their online account that includes a scholarship agreement and information about the scholarship terms.

**Q: Is this scholarship renewable?**

**A:** This scholarship is for one year only; however, current recipients may reapply and be considered for additional funding along with other new applicants. Scholarship recipients must be enrolled full-time. Scholarship recipients are limited to four total years of scholarship award and are expected to have been enrolled consecutive years during that time. Students must reapply for additional scholarship awards. Renewal is not guaranteed and students will be included in the pool of scholarship applicants.