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**Norwood High School Scholarship Foundation**  
**P.O. Box 12522**  
**Norwood, Ohio 45212**

May 11, 2023

Dear Scholarship Recipient:

As treasurer of the Norwood High School Scholarship Foundation, I will send a check made payable to your college for the amount you indicate on the enclosed yellow form. This check will be sent directly to your college at the address you provide.

**Foundation monies can be used only for tuition. Therefore, if the amount of the scholarship exceeds the amount you owe for tuition, the Foundation will keep the excess amount for payment toward the following year's tuition. The student is responsible for informing the Foundation of this situation. Any unused tuition funds will revert back to the Norwood High School Scholarship Foundation. Such money may be used for graduate school tuition only, within 5 years of completion of an undergraduate degree.**

Please fill out the enclosed yellow form and send it to me by **JULY 1, 2023**. It is essential that you complete the form accurately, especially your college student ID number and amounts.

**FOR YOUR RECORDS**

Total awarded \$ \_\_\_\_\_ Total requested \$ \_\_\_\_\_ Remaining Balance \$ \_\_\_\_\_

**YOU WILL NEED TO CONTACT US FOR ANY REMAINING FUNDS FOR THE FOLLOWING YEARS  
TO BE SENT TO YOUR COLLEGE**

**In addition to the required yellow form, included are the policies and procedures to apply for a renewal of your scholarship award up to \$2,500 (blue form). Please make sure to review the policy and procedures carefully as there is a deadline each year to submit your request and documents. The NHS Scholarship Foundation does not notify recipients to remind them to renew as it is your responsibility to apply for the renewal by July 1<sup>st</sup> of each school year and supply the required documents.**

Please direct any questions to the NHS Scholarship Foundation President, Drenda King at 513-477-5128 or to Treasurer, Nichole Wiseman by email at wiseman.n@norwoodschoools.org

The Norwood High School Scholarship Foundation, Inc. is a non-profit organization. Donations are tax deductible.

