

CGW Scholarship Committee Procedure

Adopted June 7, 2011

1. CGW will maintain a webpage with scholarship guidelines year-round.
2. These guidelines do not apply to merit scholarships awarded at CGW Outreach functions, such as masquerades or other competitions.
3. The scholarship application for Costume College shall be made available on the CGW website no later than September 30 of the year previous to the award.
4. The deadline for scholarship applications will be postmarked or received by email no later than midnight, November 30 of the year previous to the award.
5. The CGW Board of Directors will set the maximum number and type of scholarships to be given and select a Scholarship Committee before the scholarship application deadline.
 - a. The Scholarship Committee will consist of the next Dean of Costume College and at least one CGW board member and as many other board members or members at large as the current Board of Directors sets. The Board of Directors will also appoint a Board of Director Member as Scholarship Committee Head.
 - b. The Scholarship Committee Head will be responsible for distributing completed scholarship applications to the committee members, as well as making sure the committee is informed of deadlines and guidelines related to Scholarships and will report back to the Board of Directors.
 - c. The Scholarship Committee will be invested with the power to decide on scholarships without further input from the board.
6. All scholarship applicants will be notified of their status before January 1 by email or telephone.
7. The scholarship winners will be announced by January 15 of each year by posting to the CGW website and an article in the March Squeals.
8. Scholarship winners will be sent a formal letter by U.S. mail no later than January 15.

