

## Scholarship Use Policy

### Scholarship Management

The United States Bowling Congress program - called Scholarship Management and Accounting Reports for Tenpins or SMART - manages and disburses the recipient's scholarships deposited with the program. SMART answers questions, checks scholarship availability, receives and approves scholarship use requests, and disburses scholarship checks.

### Scholarship Policy

Scholarship funds are available for six years from the date of high school graduation, or if the person has already graduated, six years from the date the scholarship was won. Individuals will receive letters from SMART reminding them of the scholarship's expiration date, two years and one year prior to expiration. The scholarship funds are not transferable, only the individual issued the funds may receive them. Expiring funds will be returned to the organization which issued the scholarship. The organization can then as they see fit, reissue these funds as additional scholarships.

\* If an individual enlists in one of the services, they must notify SMART the number of years of their first enlistment. The expiration date will be extended the numbers of years of their first enlistment period only.

### Scholarship Use

Individuals may use the scholarship funds at the following approved educational institutions; accredited universities and colleges, bowling camps or bowling lessons, bowling coach seminars, business schools, continuing educational courses, educational camps (such as math, science, art or computer), professional development seminars and workshops, technical schools and trade schools, and vocational schools. SMART approves the eligibility of all requests and all decisions are final.

The scholarship funds may be used for; tuition fees, housing fees, meal plans, books, and required class supplies and equipment necessary for the successful completion of a course or program. Scholarship funds may not be used for: transportation expenses (this include parking passes), clothing expenses, non-bowling sports camp/lessons, private tutors' fees, elementary or high school tuition, or normal class supplies (paper, pens, notebooks, etc.).

Female NCAA athletes and prospective female NCAA athletes need to be aware of the rules and regulations concerning scholarship funds earned as a result of athletic competition. Prior to enrollment, women competing on a NCAA sponsored bowling teams should meet with the institutions athletic department to discuss use of funds earned based on skill and ability (place finish).

\*\* The use of scholarship funds might have certain tax implications; you need to read IRS Publication 520 (Scholarships and Fellowships). If you have any questions concerning tax implications, you need to contact the IRS or a financial advisor. Please, do not contact SMART.

### Scholarship Check Requests

Either the recipient or his/her educational institution can contact SMART to request a scholarship check

or invoice payment. All requests must be in writing and contain the following information: Recipients name, address, SSN, Institution attending and complete address the institutions wishes the check sent too.

The scholarship funds may be claimed in one of two ways:

- 1). Request to have a check sent to an institution, or
- 2). Request a reimbursement of funds expended for books, class supplies, equipment (this includes a computer system, but must include proof they are attending college), tuition, housing fees or meal plans. If an individual request a reimbursement, they must include a receipt, which shows payment was made (no receipt, no reimbursement).

A request form is available for the individual's convenience and SMART may be contacted at any time to request a copy. Individuals only need to send one form per request, no matter how many individual scholarships amounts you have received.

If the recipient drops out or leaves school early, he/she must immediately notify SMART. The educational institution is also required to return to SMART, any unused portion of the recipient's scholarship funds.

SMART requires two weeks to process and mail scholarship checks.

Send scholarship check requests to: USBC, Attn: SMART, 621 Six Flags Drive, Arlington, TX 76011—1-800-343-1329