

UNDERGRADUATE SCHOLARSHIP IN PORTUGUESE, SUMMER

AIMS AND CONDITIONS GOVERNING THIS AWARD

The purpose of the Ada Belle Winthrop-King Undergraduate Summer Semester Scholarship in Portuguese is to provide an opportunity for an undergraduate student at Florida State University to facilitate study during the overseas summer Portuguese program approved by Portuguese coordinator, Dr. Peggy Sharpe.

The scholarship is valued at \$6,000. Previous study or travel in a Portuguese-speaking country will not make the applicant ineligible. The scholarship is repeatable. To be eligible for an award, applicants must have a cumulative GPA of at least 3.0 in Portuguese and must have completed either three semesters of Portuguese (POR 1120, POR 1121, POR 2220) or two semesters of Portuguese at the 3000 level (POR 3140, POR 3141) at FSU (or an equivalent sequence of courses at another institution) by no later than the end of the spring semester preceding the summer semester for which the award is made.

All required parts of the scholarship application must be completed and submitted by the advertised Winthrop-King applications deadline. As you will need some time to prepare your application, you are strongly advised to complete those preparations well before the advertised deadline so that you can complete and submit all parts of your application on time. Late or incomplete applications will not be considered by the Scholarships Committee. Be sure to comply with all of the important instructions below; failure to do so will render you ineligible for an award.

As the Portuguese scholarship is for study on a program administered by a U.S. university, applicants must submit with Part B supporting documentation (e.g. program brochure or internet address) sufficient to enable the Department Chair to assess the suitability of their proposed program of study.

The Portuguese scholarship is for study only at approved overseas summer programs. These include but are not limited to those administered by the University of Central Florida (UCF in Lisbon), University of Florida (UF in Rio de Janeiro), Florida International University (FIU in Belo Horizonte). Applicants may also use the award to study at the Universidade Federal Fluminense (UFF) in Niterói, Brazil on the international exchange between FSU and UFF. Applicants must specify the proposed program of study on Part B of the application; applications that do not specify proposed study.

Before applying for the program of study, applicants are strongly advised to seek guidance from the Division Coordinator in the language concerned to be informed about the program and inquire about the credit transfer procedure.

Applicants intending to study in a program administered by a university other than FSU should note that under FSU regulations, credits transferred from another U.S. university cannot be included in their last 30 credits prior to graduation.

All applicants for Winthrop-King awards must apply separately for admission to their intended program of study abroad. Admissions deadlines and procedures are administered by the organizing body of the study abroad program, for which the Winthrop-King Fund has no responsibility.

Please note that the Winthrop-King Institute's role is limited in governing the scholarship application process and disbursing the scholarship funds to the winners through the Financial Aid or Payroll offices. Information and processes on how to transfer credits and/or whether they are transferable is the responsibility of the applicant. The Winthrop-King Institute will not assist in transferring credits. It is the student's responsibility to inquire about this and seek advice on how to transfer credits from the program coordinator of the language they are applying for.

AWARD CONDITIONS

All Winthrop-King awards are subject to the availability of funds.

Awards are made for future study in the semester specified in the application; they may not be made for current or past semesters nor for the semester in which applicant is intending to graduate. Awards are made for the specified semester and may not be deferred until a later date. Awards cannot be taken up after graduation from FSU. Successful applicants who are unable to attend the program for which they are awarded funds must repay the award within 7 days of the commencement of the program.

Awards will not be granted for study in programs which FSU prohibits or discourages its students from attending, e.g. on the grounds of U.S. State Department travel warnings; awards may be withdrawn at any time on the grounds of revised FSU advice or prohibition.

If you receive federal or state financial aid, these awards may affect your entitlement. You are advised to check with the aid agency before applying for one of these awards.

It is the applicant's responsibility to ensure that all necessary information, including a valid e-mail address, is provided legibly on the application form, together with supporting transcripts and other required documentation. Applications which are incomplete, illegible or in any other way ineligible will not be considered by the Scholarship Committee.

Awards are made at the discretion of the Scholarship Committee, taking into account all the information provided on the application form. **The Committee's decision is final.** If the Committee so determines, no award will be made. Candidates will be notified of the outcome of their applications by e-mail in January 2018. The Committee does not provide any additional feedback to candidates. In view of the large number of applicants, the notification process may take several days and candidates should not be

concerned if some applicants receive notification before others. Candidates are responsible for supplying a valid e-mail address in their application and for checking their e-mail account for messages.

Under FSU and federal regulations, funds cannot be disbursed to recipients before the week after Drop-Add in the semester for which the scholarship is awarded, and not until later in the case of recipients studying on a program administered by a U.S. university other than FSU. If you expect to incur expenditures (e.g. the purchase of airline tickets or course fees) prior to the disbursement of the award, you will be responsible for making such payments at the time they are due; scholarship funds cannot be disbursed in advance of the time indicated above.

Recipients of Winthrop-King Awards are required to attend Honors Night held in April.

The Florida State University (University) is an equal opportunity employer and educational provider committed to a policy of non-discrimination for any member of the University's community on the basis of race, creed, color, sex, religion, national origin, age, disability, veterans' or marital status, sexual orientation, gender identity, gender expression, or any other protected group status. This policy applies to faculty, staff, students, visitors, applicants, and contractors in a manner consistent with applicable federal and state laws, regulations, ordinances, orders and rules, and University policies, procedures, and processes.

For scholarship recipients who are U.S. citizens or permanent residents and who have completed all the necessary formalities by the due dates, awards are made available by FSU Student Financial Services the week after Drop-Add in the semester of the award after deduction of any balances owed by the student to the University.

Recipients who are not U.S. citizens or permanent residents will receive their awards up to two weeks after Drop-Add period in the semester of the award after deduction of any balances owed by the student to the University and after withholding up to 14% in taxes.

Before their awards can be disbursed, applicants who receive awards for study in a program administered by a U.S. university other than FSU must complete and submit to the Registrar's office a 'transient student' form and must complete and submit to the Financial Aid office a 'consortium' agreement form; verification of enrollment on the program of study for which the award is made must subsequently be provided by the U.S. university administering the program and submitted to the FSU Financial Aid office. Verification of enrollment will not be available from the U.S. university administering the program until after the commencement of the program; the period of time which may elapse between commencement of the program and verification of enrollment is determined by the U.S. university administering program.

Recipients must also complete a Financial Aid summer application form that can be accessed through blackboard; awards will be disbursed after deduction of any balances owed by the student to the University.

Awards cannot be disbursed by FSU until all the above steps have been completed

The Office of Financial Aid 'transient student' form may be accessed at:
<http://financialaid.fsu.edu/Apply-for-Aid/Transient-Students>

The 'consortium form' may be accessed at: <http://financialaid.fsu.edu/Apply-for-Aid/Transient-Students/Required-Documents>

For further information, visit the Undergraduate Department webpage. It may be accessed at:
http://undergrad.fsu.edu/Academic-Information/Leaving-and-Returning-Emergency-Leave#eztoc1548367_1

For further advice on these forms that contact Carlyne Blakely in the FSU Financial Aid office: (850) 644-5716; cblakely@admin.fsu.edu.

In view of the time required to complete these procedures, award-winners are strongly advised to begin filling out the forms immediately upon notification of their awards.

Upon completion of the program, applicants who receive award for study in a program administered by a U.S. university other than FSU must submit the transcript from the U.S. university administering program to the Admissions office at FSU to complete the credit transfer process. Successful completion of UF, USF, or FIU is equivalent to 6 credit hours of Portuguese at FSU.