

**CENTRAL TERRITORIAL HEADQUARTERS
5550 Prairie Stone Parkway
Hoffman Estates, IL 60192**

**SCHOLARSHIP GRANTS FOR CHILDREN OF OFFICERS
AND AUXILIARY CAPTAINS
(Effective July 1, 2016)**

(For the purpose of this minute, "officers" includes "auxiliary captains.")

The Territorial Commander, upon the recommendation of the Territorial Finance Council and in accordance with national uniformity, has approved the following:

A. PURPOSE

The scholarship grant applies to the children of active and retired officers.

Children of officers serving in non-USA appointments will be allowed this consideration covering periods when the child attends school either in the United States or in an approved American school abroad. Funding will be determined by the home territory.

The purpose of this plan is to render financial assistance to officers' children who desire to pursue higher or specialized education as defined below, and/or who desire to enter the College/School for Officer Training.

1. Higher Education

Studies above the high school level for which credits are given toward a college degree (whether or not the individual contemplates completion of the total college curriculum), and for which credits are transferable to accredited schools of higher learning; Bible college whose credits may or may not be transferred to other schools of higher learning; postgraduate courses.

2. Specialized Education

Specialized studies offered (1) by a technical, vocational, or business school or college, or by a Bible or law school, in a program which (a) qualifies for credit towards a bachelor's (or higher) degree; or (b) trains individuals for employment in recognized occupations, including nurses' training (which may also be pursued in connection with studies toward a degree), secretarial courses, social work courses, and courses that are of post high school level which are designed to help physically and/or mentally challenged children train for a vocation, and (2) by an educational organization (a) which is authorized under Federal or state law to offer such program, and (b) which is accredited by a nationally recognized accrediting agency.

3. College/School for Officer Training

B. CONDITIONS

To qualify for the grant, the following conditions must be met:

1. Child must have reached his/her eighteenth (18th) birthday or have graduated from high school.

2. It is understood that scholarship grants will only be excluded for purposes of Federal income, SECA and FICA taxes to the extent that they are applied towards "qualified" expenses: that is, tuition, fees, books, supplies, and equipment, which expenses do not include room and board.
3. Child must be a full-time student participating in a post high school education as described above.
4. Scholarship will not be granted for correspondence courses, part-time or evening school classes, except when student attending evening classes is a full-time student.
5. Application for scholarship grant MUST be made BEFORE or WITHIN the school year, otherwise the amount for that year is forfeited.
6. To qualify for the grant in the first year, the officer's child must have a "C" average, or better, from a secondary school.
7. Under extenuating circumstances, an officer's child who does not have a "C" average in a secondary school, can be accepted on a one-year probationary period. At the end of that period, the student must have achieved a "C" average, or better, or must forfeit further scholarships.
8. Where a student has not graduated from a secondary school but has passed a high school equivalency test, that student may be accepted on a one-year probationary period. At the end of that period, the student must have achieved a "C" average, or better, or must forfeit future scholarships.
9. Continued eligibility for grants will be determined as applications are received, on the basis of the student's maintaining a "C" average, or better, and otherwise meeting conditions for receipt of grants set forth in this minute.

C. PAYMENT

1. The scholarship grant, except as provided below, shall not exceed \$8,280 per academic year for four years.
2. In the case of nurses training programs or an accelerated college course in which students go to school 12 months of the year and complete the course in three years, the maximum grant of \$33,120 may be paid over a period of three years rather than four, but not in excess of \$11,040 per year.
3. An officer's child who enters the College/School for Officer Training is eligible to receive scholarships up to \$8,280 per year during the period the child is in residence at the College/School for Officer Training. The total amount of the grant, including amounts paid prior to entering the College/School for Officer Training, shall not exceed \$33,120.
4. The maximum annual allowance will be \$8,280 for the appropriate forty-week year. Academic years may commence in fall or winter/spring semesters. The total grant will not exceed eight (8) semesters. Student nurses and students in an accelerated program (see section C, 2) may draw \$11,040 per year (payable semi-annually) for a three-year course of training.
5. If the education of an officer's child is interrupted by military service and he/she continues after completing a tour of duty, the maximum allowance may be drawn over a period of four years.
6. If an education cannot be immediately commenced or is interrupted for reasons such as health or economy, grants may still be paid, but not exceeding \$33,120. Eligibility will cease at age 29, with the exception of interruption for military service.
7. The age limitation will be waived for cadets entering the College/School for Officer Training.

Note: If the grant is approved, it will be made payable to the student or a qualified matching grant educational institution and be excludable for purposes of Federal income, SECA and FICA taxes according to the terms stated in Section B.2.

D. PROCEDURE

1. Application for a grant must be made by letter or e-mail. Forms will then be provided for submission, with such additional information as may be necessary as directed by the appropriate headquarters. The application is to be finalized at the Education Department or equivalent at national/territorial headquarters for approval by National Business Council/Territorial Finance Council.
2. Applications for scholarship grants for children of officers in field and divisional appointments are to carry the divisional finance board's/council's approval if the grant is funded at field or command level.
3. No payment may be drawn until the approved application, has been received by the applicant.
4. Payment should be charged to the appropriate account as specified in the accounting guide.

Issued at the direction of the Territorial Commander on October 17, 2016.

Colonel Jeffrey Smith
CHIEF SECRETARY

May 2009 CC pp 244-250
May 2010 CC pp 396-402
May 2011 CC pp. 232-239
February 2012 CC pp. 68-75
May 2012 CC pp. 465-471
May 2013 CC pp. 392-398
May 2014 CC pp. 351-357
May 2015 CC pp. 826-833
May 2016 CC pp. 423-429

**APPLICATION FOR SCHOLARSHIP GRANT
FOR CHILDREN OF OFFICERS AND AUXILIARY CAPTAINS**

Before completing this application, please read the guidelines regarding qualifications and procedures for applying. Print or type all information and send the application along with supporting documentation to the officer's Unit Commander/Department Head. The Unit Commander or Department Head should then forward the application to the Territorial ORD Department.

Name of Student _____ Male () Female ()
Last First Middle/Maiden

Name of Officer _____ Rank
Last First Middle

Home Address of Officer _____
Street
City State Zip

Appointment and Division of Officer _____

Student's Birthday ____/____/____ Student is at least 18 years old: Yes___ No ___

High School Graduation Date ____/____/____ Student Social Security # ____-____-____

Name of College/University _____

Dates of School Term _____ Year in School
1 () 2 ()
Major Field of Study _____ 3 () 4 ()

Will Applicant Be a Full-time Student? _____

Has Applicant Completed Military Service? _____ Date of Discharge _____

SCHOLARSHIP REQUEST

_____ \$8280 Regular Amount (40-week school term)

_____ \$11,040 Accelerated Amount (Accelerated program-provide documentation)

I have drawn the following scholarship grant(s) from The Salvation Army (list amount drawn for full school year):

Fall___ to Spring___ \$ _____ Fall___ to Spring___ \$ _____

Fall___ to Spring___ \$ _____ Fall___ to Spring___ \$ _____

YOU MUST SEND THE APPROPRIATE TRANSCRIPT OF WORK COMPLETED WITH THIS APPLICATION. If this is your first application, you must submit your high school transcript or most recent college transcript. If this is not your first application for a scholarship grant, you must send a copy of your grade report for which you drew your last scholarship grant or a transcript of the last year of college completed. You must also include a copy of your class schedule.

I understand that this grant qualifies as a scholarship only if it is used for tuition and that only in this case is it excluded for purposes of federal income, SECA, and FICA taxes.

I understand that while this application may be approved for a full year, it is payable semi-annually and I will follow the necessary steps as outlined by the ORD Department to receive each portion of the grant.

Officer-Parent Signature _____ Date ___/___/___

Student-Applicant Signature _____ Date ___/___/___

APPROVED:

Divisional Finance Board Stamp:

Unit Commander/Department Head _____ Date ___/___/___

Secretary for Personnel _____ Date ___/___/___