

## 2024 Scholarship Program Guidelines & Contacts

### Scholarship Selection Committee Members

Aaron Kalina, PM (254) 339-3100  
Ken Smotherman, PM (254) 715-6101  
Jimmy Teal (254) 227-2152



For program status etc., please contact the lodge secretary:

**Ken Smotherman, PM**  
[Secretary@WestLodge475.com](mailto:Secretary@WestLodge475.com)  
(254) 715-6101

### Methods for Submitting Applications

**(1) Hand-delivered to the student's class counselor by end of school April 28th**

Counselors will collect the applications and a lodge representative will pick-up the applications from the counselors by April 26th

**(2) Hand-delivered to the lodge secretary or a committee member.**

This should be the very last option for submitting a last minute application. Call Ken Smotherman (254) 715-6101

**(3) USPS mailing to the lodge.**

Must be postmarked before the deadline of midnight Friday April 26th, 2024. The application would also need to have been received before the selection process has begun. Once the selection has been made, a properly postmarked but late arriving due to mail delivery cannot be included. Selection will be completed on or shortly after the deadline.

Mail to: **Scholarships**  
**1379 Patton Branch Rd**  
**West, TX 76691-2411**

### Presentation of Awards

The winners will be notified within 10 days of the deadline.

We try to present the awards to the students at each school's graduation or senior recognition/awards function. We will coordinate the presentation with the Senior Class Counselor as necessary.

### Senior Class Counselors

West Sharon Hlavenka (254)981-2050  
Gholson Keri Heskept (254) 829-1528

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### Funding of the Award

- (a) Awards will only be funded for the upcoming **Fall Semester**.  
*If the student cannot enroll in the next Fall Semester, contact the lodge to discuss the student's specific situation. If possible and for good cause, funds can be held until a following semester before being issued to the school. **Under no circumstances will the scholarship be issued as cash to the student directly.***
- (b) Winners will be given a Funding Request form to complete with the institution's Financial Aid Office. The form should then be mailed or sent to the lodge secretary. Directions for submitting the request are included on the form.
- (c) Funds will be issued payable to the institution For the benefit of the student's financial aid account. The use of the funds is determined by the institution's guidelines for scholarships.
- (d) Any unused funds due to the student's non-enrollment are to be returned to the lodge. Funds not used in the Fall semester can/should be rolled over to subsequent semesters until needed.