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# COSS FAMILY FOUNDATION SCHOLARSHIP FUND

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## THE PROGRAM

Lawrence M. Coss, founder and former CEO of Conseco Finance Corporation, established this scholarship fund at The Saint Paul Foundation in 2004 to aid in financing the postsecondary education of students attending high schools located in Dakota and Ramsey counties in Minnesota, and Buffalo, Hand, Hyde, Meade, and Pennington counties in South Dakota. Since 2004, the Coss Family Foundation Scholarship Fund has awarded more than 2 million dollars to students pursuing postsecondary education.

The Saint Paul Foundation is the community foundation for Saint Paul and surrounding areas. It connects and supports donors, nonprofits and partners to enrich lives and communities through philanthropy. For more information, visit [www.saintpaulfoundation.org](http://www.saintpaulfoundation.org).

Applications for the Coss Family Foundation Scholarship Fund are administered by Scholarship Management Services®, a division of Scholarship America®. Scholarship Management Services is the nation's largest designer and manager of scholarship and tuition reimbursement programs for corporations, foundations, associations and individuals.

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## ELIGIBILITY

Applicants to the Coss Family Foundation Scholarship Fund program must be -

- High school seniors who are graduating from high schools located in the following counties:  
Minnesota: Dakota, Ramsey  
South Dakota: Buffalo, Hand, Hyde, Meade, Pennington
- Planning to enroll at least half-time (6 credits) in an undergraduate course of study at an accredited\* degree granting two- or four-year college or university, including a technical college.

*\* Acceptable accreditation is determined by The Saint Paul Foundation.*

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## AWARDS

If selected as a recipient, the student will receive an award ranging from \$500 to \$3,500, depending on financial need and level of course enrollment.

Awards may be renewed for up to three additional years or until a bachelor's degree is earned, whichever occurs first. Renewal is contingent upon satisfactory academic performance. First year students are required to maintain a cumulative grade point average of 2.0 on a 4.0 scale. After the freshman year, recipients are required to maintain a cumulative 2.5 grade point average on a 4.0 scale. The award amount may be adjusted should there be a change in school choice.

Awards may be used for tuition, fees, required books and supplies. Awards are for undergraduate study only.

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## APPLICATION

Interested students must complete the application and mail it along with a current, complete transcript of grades, a personal statement, recommendations and a copy of parent(s)/guardian(s) most recent U.S. Income Tax Return to Scholarship Management Services postmarked no later than **February 10**. Grade reports are not acceptable. Applicants will receive acknowledgment of receipt of their application. If an acknowledgment card is not received within three weeks, applicants may call Scholarship Management Services to verify that the application has been received.

Applicants are responsible for gathering and submitting all necessary information. Instructions for completing the Financial Data section of the application are found following these guidelines. Applications are evaluated on the information supplied; therefore, answer all questions as completely as possible. All information received is considered confidential and is reviewed by selection committees at Scholarship Management Services and The Saint Paul Foundation.

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## **SELECTION OF RECIPIENTS**

Scholarship recipients are selected on the basis of financial need, academic record, demonstrated leadership and participation in school and community activities, work experience, and unusual personal or family circumstances. The applicant's personal statement and letters of recommendation are also considered.

Scholarship awards are made at the discretion of the board of directors of The Saint Paul Foundation based on advisory committee recommendations. Awards are granted without regard to race, creed, color, gender, religion, disability, or national origin. All applicants agree to accept the decision of The Saint Paul Foundation as final.

Applicants will be notified in early May. Not all applicants to the program will be selected as recipients.

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## **PAYMENT OF SCHOLARSHIPS**

Scholarship Management Services processes Coss Family Foundation scholarship payments on behalf of The Saint Paul Foundation. Payments are made in equal installments on August 15 and December 30. Checks are mailed to each recipient's home address and are made payable to the school for the student's account.

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## **OBLIGATIONS**

Recipients have no obligation to the Coss Family Foundation, The Saint Paul Foundation, or Scholarship Management Services. They are, however, required to notify Scholarship Management Services of any changes in address, school enrollment, or other relevant information and to send a complete transcript when requested.

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## **REVISIONS**

The Saint Paul Foundation reserves the right to review the conditions and procedures of this scholarship program and to make changes at any time including termination of the program.

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## **ADDITIONAL INFORMATION**

Questions regarding the scholarship program should be addressed to:

**Coss Family Foundation Scholarship Program**

Scholarship Management Services – Kim Rice  
One Scholarship Way  
Saint Peter, MN 56082  
Telephone: (507) 931-1682



Administered by

**Scholarship  
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## INSTRUCTIONS FOR COMPLETING THE FINANCIAL DATA SECTION OF THE APPLICATION

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The Financial Data section of the application should be completed by the applicants' parent(s)/guardian. Information should be from a completed tax return or based on estimated information to be filed with the IRS.

1. **State of Residence** is the state where the parent(s)/guardian reside and pay state income tax.
2. **Adjusted Gross Income** can be found on IRS FORM 1040 and is gross income reduced by specific adjustments allowed by law.
3. **Total Federal Tax Paid** includes the total amount of **federal** income tax to be paid as reported on IRS FORM 1040. This is **not** the amount withheld from employee's paychecks. (The amount withheld should be adjusted by any refund or additional taxes due.) Do **not** report state income tax.
4. **Total Income** of parent(s)/guardian should be reported individually. Provide information for both natural parents, when possible. **If the student resides with only one parent**, financial information **must** be received from the parent who claims the child as a dependent for tax purposes. If a parent has remarried, the spouse's information is required if the spouse is a legal guardian of the student, or claims the student as a dependent, or the student is included in the spouse's benefit plan. **If necessary, two Financial Data sections may be submitted by the student.** A copy of the Financial Data section may be made in order for one to be completed by each parent.
5. **Untaxed Income and Benefits** include any other income or benefits not included in the adjusted gross income figure. Do not include untaxed contributions to retirement plans.
6. **Medical and Dental Expenses** include only those expenses not paid by insurance. Do not include premium payments.
7. **Total Cash, Checking, Savings, Cash Value of Stocks, etc.**, include liquid assets that can be used for educational expenses. **Do not include** IRA, 401k, or other retirement plan funds.
8. **Total number of family members** living in the household and primarily supported by the reported income may include:
  - the applicant
  - the applicant's parents
  - other children living in the household
  - dependent college students living away from home
  - other people who live in the household and receive more than half of their support from the reported income
9. **Marital Status** is the current status of the person from whom the financial information is submitted.
10. **Of the total number of family members on line 8, number of students attending college** includes family members attending a two- or four-year college, university, or vocational-technical school at least half-time. Include the applicant in this number. Do not include parents.

**NOTE:** Any exceptions to providing financial information as instructed above must be submitted to Scholarship Management Services in writing.