

REFERENCE TO BYLAWS ARTICLE XII: SCHOLARSHIP

STANDING RULES:

1. In order to determine how scholarship program awards will be disbursed, the Directors shall provide to the Executive Board an approximate report of current year seniors prior to the October Executive Board meeting.
2. For these rules, student means any member of the Marching Unit or Indoor Percussion Unit. A member who leaves both units is still eligible for the scholarship provided they meet all of the eligibility requirements for the years that they were members.
3. Eligibility to participate in the scholarship program is contingent upon the student planning to attend any post-secondary institution, attend a trade school or enter the military service.
4. Eligibility of a student to earn a good year in the scholarship program requires a parent/guardian to become a full member of NMUPA by March 31st
5. In order to ensure fairness to all eligible students, the Executive Board reserves the right to review the records of eligible candidates with respect to any disciplinary action. This includes, but is not limited to, any suspensions resulting from infractions incurred during participation in a school-sanctioned function.
6. Eligibility of a student is dependent upon a minimum of six (6) hours of mandatory service per year. An additional six (6) hours of mandatory service per year is required from the parent/guardian of the student to qualify for a good year towards the scholarship award.
 - a. Parent/guardian hours can be completed by any family members including siblings not in the Marching or Indoor Percussions Units.
 - b. If multiple Parents/guardians become full members of NMUPA, this does not have an impact on the number of mandatory service hours that need to be completed for each student.
7. Qualifying service hours are determined by the NMUPA Board, not the Directors or other school officials.
8. Students or parents may complete additional hours which can be credited to meet the requirements of other family members. Parents can transfer a maximum of two (2) hours to each of their students. Students can transfer a maximum of two (2) hours each to their parents or sibling student. Transferred hours cannot be re-transferred.

9. When there is a lack of opportunity for service hours due to a sustained emergency, the above service hours requirements can be altered. Any alterations should be recorded below with the academic year, name of the emergency, and the requirements in effect for that year.
 - i. 2020-2021; COVID 19 Public Health Emergency; All service hours requirements waived.
 - ii. 2021-2022; COVID 19 Public Health Emergency; Cumulative requirement of one (1) hour for each parent/student pair. This requirements can be met by just donations as per Paragraph 10.b
 - iii. 2022-2023; COVID 19 Public Health Emergency; Transfer limits in Rule 8 are suspended.
10. Mandatory service hours are accrued as follows:
 - a. One hour of mandatory service = One hour of accrued time.
 - b. A donation of food/beverage per event = 15 minutes. Time accrued for food/beverage donations are capped at thirty (30) minutes per event with the donation of two or more items, and a maximum of two (2) hours per year. Multiple events in the same calendar day are counted as separate events (eg. A home game and a competition)
 - c. The Chairperson of an event or the Vice-President shall provide, and make fully known, a sign-in/sign-out mandatory service record sheet. It will be the responsibility of each Marching or Indoor Percussion Unit student and family member to log their mandatory service hours on the provided sheet.
 - d. Record of mandatory service hours will be maintained. This information will be available upon request, and each student will be advised of their accumulated service hours for the current school year no later than the February General Meeting, so that the student and/or parent/guardian has time and opportunities to fulfill their obligation, if they were short on mandatory service hours. In the event that the February General Meeting is canceled, this information shall be provided by February 15th.
 - e. Seniors and their parent/guardian will continue to accumulate mandatory service hours through March 31st . All others will continue to accumulate hours through the end of the school year.
 - f. All students and parents/ guardians will have the ability to make up hours they are short from their first year during their second year in the unit.
11. Upon the scholarship committee determination of the student's funds will be disbursed as follows:

- a. Student with 4 good years; the amount targeted is \$400.00
 - b. Student with 3 good years; the amount targeted is \$300.00
 - c. Student with 2 good years; the amount targeted is \$200.00
 - d. If the funds are not available to reach the targeted amounts, the disbursement amounts will be adjusted accordingly.
 - e. Scholarship program award checks are finalized after providing proof of their enrollment in one of the institutions listed in paragraph 3. Some examples of this include (not an exhaustive list):
 - i Tuition receipt, fee statement or class schedule from an institute of higher learning or trade school
 - ii Signed confirmation from an institute of higher learning or trade school indicating student enrollment
 - iii Official confirmation of military enlistment
 - iv Student or Military Identification
 - f. The NMUPA Treasurer shall determine if the provided proof meets the requirements of paragraph 11e. If the student disagrees with the Treasurer, they may appeal the Treasurer's decision to the entire Executive Board.
12. Any senior who is not a current member of the Marching or Indoor Percussion Unit bears the responsibility for contacting NMUPA to determine their scholarship eligibility.