

Scholarship Policy

1. Create a scholarship committee to be responsible for handling scholarships every year
2. Send out letters asking interested families to apply for scholarships no later than May 31st
3. Send the candidates' information with any recommendations or inputs (about the candidates) from the administration to the scholarship committee by first week of June
4. Conduct one or more fundraiser for scholarships during the month of June
5. Work on collecting pledges till mid July
6. By mid July, consider 90% of the amount in the scholarship account to be used for the next school year scholarships. Send the amount to the scholarship committee
7. From June 7th till mid July, the scholarship committee would have enough time to enter applicants' data and make use of any information available from school administration or sheikhs about the candidates. After getting the scholarship amount, the scholarship committee shall:
 - a. Run the database code weighted by the collected information about candidates and find out the score of each applicant
 - b. Determine the scholarship percentage and the number of awarded families. The scholarship percentage is preferably 50% and shall be at least 25%. Knowing the considered amount, the scholarship percentage, and the one full year tuition, the number of awarded families can be determined
 - c. The eligible families are those with the highest score
 - d. Send letters to all applicants informing whether or not they are considered for scholarship this year. In addition, the letters shall include the amount pledged for scholarships, the amount collected, and the scholarship percentage
 - e. Concluding the whole process no later than August 1st
8. By Mid August the school administration should post on their bulletin as well as the school website the following information:
 - a. The number and dates for scholarship fundraisers
 - b. The amount pledged in each
 - c. The amount collected by mid July
 - d. The scholarship percentage
 - e. The number of awarded families