

**Ardon Foundation Scholarship
Casper, Wyoming**

PROCEDURES FOR GRANTING THE ECE SCHOLARSHIP:

1. Electronically post scholarship applications annually in February and request completed applications by May 15th (**except during extension years**). In years where there are no eligible applicants, the scholarship has been awarded to Casper Community College for distribution.
2. The Board of Trustees or designee will review and evaluate applications submitted. Application review criteria: cover letter, transcript, references and work status.
2. Select annual scholarship recipient/s.
3. Notify, by letter, all applicants related to the status of their applications.
4. The scholarship recipient/s should be sent scholarship funds when notified.