***A Letter to continuing students…***

Dear ELESF award recipient:

As a successful candidate of the Edward Lane Education and Scholarship Fund program it is important to remember that in order to remain eligible to receive your bi-annual stipend award, you must do the following “*every*” semester up to and including the year of graduation:

* Be enrolled in an accredited trade school, 2- or 4-year college, or university program as a full-time degree/certificate seeking student.
* Provide Proof of Enrollment (POE). Must be received no later than September 30th (Fall semester) and January 31st (Spring Semester).
* Students who are enrolled in a 4-year college or university will receive the stipend for a maximum of four (4) years.
* Students enrolled in a community college or trade school will receive the stipend for a maximum of two (2) years.
* Graduate School Students will receive a stipend for a maximum of two (2) years.
* The stipends will be mailed to the student’s home upon receipt of their proof of enrollment.
* Proof of enrollment may be emailed to mtzioname1@aol.com or sent directly to the church at the address above (no later than September 30th and January 31st respectively).

POEs received after the deadline will not be accepted – ***no exceptions***. If you withdraw or fail to enroll for the upcoming semester, the funds must be returned to the Scholarship Committee. For your convenience, we have also created a website: [ELESFC | mt-zion-ame-church (mountzioname.org)](https://www.mountzioname.org/el) for referencing what’s new and maintaining eligibility to receive your stipend.

Finally, continuing students are required to update their profile annually (upon entering their Freshman, Sophomore, Junior and Senior Year – a template is attached and can be found on the ELESFC website). Profiles may also be submitted via email or U.S. mail. Wishing you a wonderful school year and all the best in your upcoming course of studies! Please advise us of any changes in your address and/or enrollment status as we intend to maintain communication with you throughout your college career.

*In His Service,*

*The Edward Lane Education and Scholarship Fund Committee*