

# **BNBSF Scholarship Application**

To be considered for a scholarship from The Brittanie N. Burdette Scholarship Foundation, Inc., applicants must meet all the following eligibility requirements and satisfy all the following scholarship requirements:

## **1. Eligibility Requirements**

Applicants meet the following eligibility requirements:

- Be a high school senior at the time of application;
- Possess a minimum cumulative Grade Point Average (GPA) of 3.0 on a 4.0 scale, or equivalent;
- Submit an official or unofficial high school transcript verifying academic standing and GPA;
- Participate in high school sports, demonstrating involvement in athletics during their high school career;
- Be a United States citizen or permanent legal resident, unless otherwise stated in the scholarship description; and
- Be enrolled or planning to enroll in an accredited U.S. postsecondary institution for the upcoming academic term.

Scholarships are non-transferable and are payable only to accredited academic institutions located within the United States on behalf of the recipient.

Recipients must maintain enrollment in good academic standing, as defined by their institution, at the time of award disbursement.

Applicants may receive only one scholarship award per application cycle, unless expressly authorized in writing by the Foundation.

Employees, officers, directors, members, and contractors of the Foundation, and their immediate family members (parents, children, siblings, or spouse) or household residents, are not eligible to apply.

The Foundation reserves the right to verify all information submitted and may disqualify any applicant who has violated these Rules or misrepresented or omitted information.

## **2. Scholarship Requirements**

In addition to meeting all eligibility requirements described above, applicants must satisfy the following scholarship requirements:

- **Written Essay**

Applicants must submit a minimum of a 500-word written essay discussing:

- The importance of furthering one's education beyond high school; and
- How participation in sports has played a role in shaping the applicant's academic goals, personal development, and ability to pursue higher education.

Essays should reflect the applicant's personal experiences and demonstrate how athletics have contributed to qualities such as discipline, perseverance, leadership, teamwork, and motivation.

- **Letters of Recommendation**

Applicants must submit two (2) letters of recommendation as part of a complete application.

- Required Recommenders
  - One school official (principal, assistant principal, teacher, academic advisor, or school counselor)
  - One coach (athletic coach, club advisor, or structured team leader)

Letters must be written by individuals who have directly supervised, taught, or coached the applicant and can speak to both character and performance.

- Letters should address the applicant's:
  - Academic commitment and work ethic
  - Leadership ability and teamwork
  - Integrity, discipline, and personal character
  - Resilience in the face of challenges
  - Readiness for college and future success
  - Potential to positively impact others

We encourage recommenders to include specific examples that demonstrate the student's growth, initiative, and contribution to their school or team community.

- Letters should:
  - Be written on official letterhead (if available)
  - Include the recommender's name, title, organization, phone number, and email
  - Have a wet signature and date
  - Be submitted by the application deadline

Family members are not permitted to serve as recommenders. Applications missing required recommendation letters will not be considered complete.

- **Commitment to Higher Education**

Applicants must demonstrate a sincere commitment to pursuing a college education. Consideration may be given to applicants who describe financial, personal, or situational challenges that could impact their ability to attend college without scholarship assistance. The lack of financial need does not disqualify an applicant from receiving the award.

This scholarship was established in honor of Brittanie N. Burdette, who deeply valued higher education and believed in supporting students who might otherwise face barriers or challenges to achieving their educational goals.

- **Alignment with the Foundation’s Mission**

Applicants should demonstrate alignment with the Foundation’s mission by expressing an understanding of education as a pathway to opportunity and the meaningful role sports can play in helping students access, persist in, and succeed in higher education.

- **Originality and Authenticity**

All application materials, including essays, must be the applicant’s original work and reflect their authentic voice and experiences. Submissions that are plagiarized, generated by automated tools, or prepared by third parties will be disqualified.

**The Brittanie N. Burdette Scholarship Foundation, Inc.**

# **BNBSF Scholarship Eligibility Rules, Terms and Conditions**

By applying for a scholarship, applicants agree to be bound by these Official Scholarship Program Terms and Conditions (“Official Rules”). Violation of these Rules may result in disqualification.

If the applicant is under 18 years of age, a parent or legal guardian must read and consent to these Official Rules on the applicant’s behalf.

These Official Rules are incorporated into and governed by the Foundation’s Terms of Use, Privacy Policy, and any scholarship-specific guidelines. The Brittanie N. Burdette Scholarship Foundation, Inc. (“the Foundation”) may amend or discontinue any scholarship or these Rules at its sole discretion at any time.

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The Foundation reserves the right to verify all information submitted, including academic records, and may disqualify any applicant who has violated these Rules or misrepresented or omitted information.

The Foundation is not responsible for any technical failures, platform outages, or other issues beyond its control that may prevent timely submission.

## **2. Application Process**

No purchase, donation or payment is required.

Applicants must:

- Meet all eligibility requirements;
- Submit a complete application (which includes a written essay and two letters of recommendation) through the Foundation’s designated platform by the stated deadline; and
- Certify that all information is accurate and original.

Applications that are incomplete, inaccurate, plagiarized, automated, or submitted after the deadline will be disqualified.

## **3. Selection Process**

Qualified applications will be reviewed by authorized representatives or a Scholarship Selection Committee of the Foundation.

All decisions—including the determination of scholarship recipients—are final and binding.

The Foundation reserves the right not to award a scholarship if no qualified applicants are identified.

Selection criteria may include, but are not limited to, academic achievement, financial need, community service, leadership, personal essays, or alignment with the Foundation’s mission, as outlined in the scholarship description.

#### **4. Notification of Recipients**

Recipients will be notified using the contact information provided in their application. Schools will be notified via mail.

Winners must verify eligibility and enrollment as instructed. If a recipient fails to respond or provide verification within the required period, the award may be forfeited and an alternate recipient selected at the Foundation’s discretion.

#### **5. Award Payment**

Following verification, the Foundation will remit payment directly to the recipient’s accredited academic institution to be applied toward tuition or qualified educational expenses.

Unless otherwise specified in writing, no scholarship funds will be paid directly to the recipient.

#### **6. Non-Discrimination Policy**

The Brittanie N. Burdette Scholarship Foundation, Inc. does not discriminate based on race, color, religion, sex, gender identity, sexual orientation, national origin, disability, age, or any other status protected by law in its selection of recipients or administration of scholarships.

#### **7. Privacy and Data Use**

Applicant data is collected solely for evaluating eligibility and administering scholarships.

Personal information will not be sold or shared with third parties except as required by law or necessary to process scholarship payments.

All data is handled in accordance with the Foundation’s Privacy Policy.

#### **8. Publicity and Use of Likeness**

By accepting an award, recipients grant the Foundation the right to use their name, likeness, statements, and submitted materials for promotional, educational, fundraising or reporting purposes without additional compensation, unless prohibited by law.

## **9. Review and Appeals Procedure**

All scholarship decisions are final.

Applicants may request a **procedural review** within 15 days of notification of board's decision, if they believe an administrative or clerical error occurred.

Requests must be in writing and describe the specific error alleged. No reconsideration of merit or scoring will be conducted.

## **10. Record Retention and Compliance**

The Foundation shall maintain records of all applications, evaluation criteria, scoring summaries, and award decisions for at least five (5) years.

All scholarships shall be administered consistent with IRS 501(c)(3) requirements and Georgia nonprofit compliance standards.

## **11. Taxes and Legal Responsibilities**

Recipients are solely responsible for any federal, state, or local tax obligations associated with scholarship acceptance.

The Foundation makes no representations regarding tax treatment.

Recipients are encouraged to consult a qualified tax professional.

## **12. Liability Release**

By applying for or accepting a scholarship, applicants and recipients release and hold harmless The Brittanie N. Burdette Scholarship Foundation, Inc., its officers, directors, employees, agents, and partners from all claims, damages, losses, or expenses arising out of participation in the scholarship program.

### **13. Modification or Termination**

The Foundation reserves the right to modify, suspend, or terminate any scholarship program at any time, for any reason, with or without notice, without incurring liability to applicants or recipients.

### **14. Severability**

If any provision of these rules is found invalid or unenforceable, the remaining provisions shall remain in full force and effect.

### **15. Governing Law**

These Official Rules shall be governed by and construed in accordance with the laws of the State of Georgia, without regard to conflict of law principles.

**The Brittanie N. Burdette Scholarship Foundation, Inc.**