

HIS Dance Academy
Scholarship Program
Policies and Procedures - 2023



At HIS Dance Academy it is our intention to provide an environment and staff where excellence in dance is taught while developing talent and building Christian character. Our goal is for the studio to reflect the Kingdom of God; therefore, we do not discriminate based on gender, religion, race or ethnic background.

In order to be the best stewards of the resources granted to HIS Dance, the following criteria have been set up:

- Only students aged 6 and above may apply for a scholarship
- May only apply for 1 scholarship per year, per family
- Must be a current HIS Dance student to apply

We also ask that you forward the enclosed “Letter to Substantiate Need for Scholarship” form to a person (pastor, school, counselor, government body, etc.) who can petition on your behalf to help qualify your student for this scholarship. After they complete the form they will mail it directly back to HIS Dance. We will then put the completed form in your file along with your application, for review by our committee. This letter must also be received by *August 12, 2023*.

If your student does qualify for a HIS Dance scholarship, you will be notified *before classes begin in September*. A payment schedule will be given to you at that time for the balance of the tuition. ***Costume, Pre Professional and Ensemble fees are the responsibility of the family and will not be included in the scholarship.*** Each student must register online and pay the first month’s tuition and registration fee. Tuition will then be adjusted based on amount awarded. Nonpayment of a monthly tuition/costume fee will void the scholarship, unless arrangements have been made ahead of time with the scholarship committee.

All scholarship applications and the “Letter to Substantiate Need for Scholarship” forms must be submitted by *August 15, 2023*. You will receive written confirmation of our committee’s decision *before the first class in September*.

- All scholarship applications and decisions will be held in confidence.
- All scholarship applications will be reviewed by a scholarship review committee.
- All scholarship requests will be reviewed each semester. Factors such as attendance, behavior, attitude and the student’s interest in the class will be taken into consideration. Scholarships may be rescinded at any time by the committee without prior written notice.
- If your family’s financial circumstances change and you find yourself able to afford some or all of the remaining tuition, please notify the HIS Dance co-director’s ASAP so that funds can be appropriated to another family in need.
- There are many opportunities to volunteer at HIS Dance. **We appreciate any help that you can give.** Please check with the co-directors for any projects needing attention.

If you have read, understand and fully agree with the HIS Dance Scholarship Policies and Procedures listed above, please complete the application and return it to our office. Please do not give the application to a teacher or desk mom.

Please forward the enclosed “Letter to Substantiate Need for Scholarship” form to the person of your choosing. They will then mail the form that *they* complete directly to HIS Dance. In order for the letter to be accepted by HIS Dance, it needs to be directly mailed by the person providing the information.

You will also need to have your child’s current dance Instructor complete the Instructor Recommendation Form and return it to Leslie Glendening by *August 15*.

Remember that all three forms, (Scholarship Application, Letter to Substantiate Need and Instructor Recommendation Form) are due back to HIS Dance by *August 15, 2023* to be considered for the scholarship. Please remember to give plenty of time to the person you are asking to complete the “Letter to Substantiate Need” form.

HIS Dance Scholarships

1. ***The Rizzo Scholarship***: In honor of our former bookkeeper Jeannine Rizzo, this scholarship will be awarded to 2 Special Needs students per year. There is 1 full scholarship available that will cover 100% of tuition for 1 class per year and 2 partial scholarships.
2. ***The JoElla Scholarship***: This scholarship was created as reminder of the Biblical mandate to care for the Widow and the Orphan. Anyone who has lost a spouse or is fostering a child may apply for this scholarship. There are 2 partial scholarships available per year. (\$225 per year)
3. ***Graded Technique Scholarship***: Awarded to 4 Graded Technique students per year. Financial award given based on family need and funds available.
4. ***HIS Kids Scholarship***: Awarded to 2 Recreational students 6 years and older per year and is a needs based scholarship which will cover 50% of tuition for (1) 60 minute recreational class.

HIS Dance Academy Need Based Scholarship Application

Please complete all information and return to HIS Dance by *August 15, 2023*. We apologize, but late applications will not be considered.

Participants Information: (must be 6 years + to apply)

Student's Full Name: _____

School attending: _____ Grade: _____ Age: _____

Home Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

Scholarship applying for: (please circle)

The Rizzo Scholarship, The JoElla Scholarship, The Pre-professional Scholarship or the HIS Kids Scholarship.

Class/level Student is requesting scholarship for : _____

Regular Tuition for class/level: _____

Parents Information:

Father's Name: _____ Employer: _____

Mother's Name: _____ Employer: _____

Total Number of children living at home: _____

Total number of adults in household: _____

Please check Total Yearly Income (include child support if applicable:)

- Under \$10,500
- \$10,500-\$14,999
- \$15,000-\$20,000
- \$21,000-\$25,000
- \$26,000-\$30,000
- \$31,000-\$35,000
- \$36,000 and up

- Has your family previously benefited from the HIS Dance scholarship fund? If so when & for whom.
- Is your child involved in any other extra-curricular activities, school or non-school groups? Please list the activities
- Please tell us why your child should be considered for an HIS Dance Scholarship?
- If your child were to be accepted for a scholarship, would you be able to help with a studio need such as sewing, paperwork, cleaning or other needs as they arise? Any special skills that you may be able to utilize? *(Not used to determine eligibility, information only)*

Enclosed you will also find a “Letter to Substantiate Need for Scholarship” form. This blank form should be given to someone (Pastor, school counselor, government employee, etc.) who may petition on your behalf to help show that you qualify for this need based scholarship. After they complete the form they will mail it directly to HIS Dance to be put into your file along with your application for review.

Thank you for your interest in taking classes at HIS Dance Academy. We will notify you in writing of our decision by the *first class in September*.

Student signature: _____

Parent signature: _____ Date: _____

For Office Use Only:

Date received: _____ Amount awarded: _____ Additional award based on circumstances: _____

Amount due from the family: _____

Reviewed/approved by: _____ Family notified by letter: _____

**HIS Dance Academy
Scholarship
Letter to Substantiate Need**



Dear _____,

Date _____

Thank you for taking the time to complete this information form for (student) _____ . The family has applied for a need based scholarship HIS Dance Academy. This scholarship would help cover the cost of tuition for one year of a dance class that he/she is interested in attending.

This form should not take very long to complete, but your input could be very helpful in showing that this student does qualify for the need based scholarship.

Please return this form by *August 15, 2023*, directly to the *HIS Dance* offices.
2715 29th Street SE, Grand Rapids, MI 49512

Your comments will be kept in the strictest confidence. Should you have any questions please phone the studio at 616-245-9501 and speak to the Program Director, Leslie Glendening.

- How long have you known this student/family?
- Please explain your relationship to the student/family.
- What information can you share with us that could help show that this student does qualify for this need based scholarship? For example, are there any extenuating circumstances that we should be aware of? (Parent unemployed, foster child, family member has a serious illness, etc.)

On behalf of this student and HIS Dance, thank you again for caring enough to take the time to complete this questionnaire. May God bless you!

Please Print Name: _____ **Signature:** _____

Title: _____ **Address:** _____

Phone # () _____ **Cell ()** _____ **E-mail:** _____

Please mail to: 2715 29th Street SE, Grand Rapids, MI 49512

HIS Dance Academy

Instructor Recommendation

*Parents: Please have this form filled out by your student's current dance Instructor.
Instructors: Please return completed form to Leslie Glendening's box by August 15, 2023*

Students Name: _____

Instructor Name: _____

Name of class they attend: _____

Activity	Needs Improvement					Excellent	Comments
	1	2	3	4	5		
Attends class consistently	1	2	3	4	5		
Is on time to class	1	2	3	4	5		
Pays attention	1	2	3	4	5		
Is not disruptive	1	2	3	4	5		
Respects and honors classroom rules	1	2	3	4	5		
Shows positive attitude	1	2	3	4	5		
Gets along well with others	1	2	3	4	5		
Demonstrates eagerness and capacity to learn	1	2	3	4	5		
Encourages Others	1	2	3	4	5		
Demonstrates initiative	1	2	3	4	5		

Additional Comments:
