

## Cover Letter and Privacy Statement

### Rockland Kiwanis Scholarships Cover Letter

Kiwanis is a global organization of volunteers dedicated to improving the world, one child and one community at a time.

The Rockland Kiwanis works tirelessly to help all children in our community by participating in many fundraising activities and community projects. We are proud to support our High School students to enable them to work towards achieving their dreams of higher education.

In 2016 the Rockland Kiwanis Club will proudly award (10) \$500 scholarships to financially and academically deserving students residing in Knox County. Scholarships will be awarded to graduating High School students who reside in Knox County. Scholarships awarded are for one year and will be distributed after successful completion of the 1st semester of college. All students are required to provide a copy of his/her official transcript from their school and proof of enrollment in their second semester. This documentation must be presented to the Treasurer of The Rockland Kiwanis Club for payment.

In addition, the Rockland Kiwanis Club will award a single \$1,500 scholarship in honor of longtime Rockland Kiwanis member, Everett L. Spear, from the Spear Family Scholarship Fund. Everett Spear was a past president and longtime Treasurer of our club, and believed in helping all students fulfill their dream of a higher education. This scholarship will be awarded to a deserving Oceanside High School Student with the selection process, criteria and award being handled the same as for all Kiwanis scholarship applications.

Our application and instructions are on our website, [www.rocklandkiwanis.org](http://www.rocklandkiwanis.org), under documents, then click on download and the application is under "Rockland Kiwanis Applications for Scholarships".

Thank you for applying. May you all excel in whatever endeavors you choose.

Rockland Kiwanis Club Scholarship Committee

## PRIVACY STATEMENT

Rockland Kiwanis is committed to ensuring that the privacy and security of our Scholarship applicants is protected. We have developed this policy to provide applicants with an understanding of how the Rockland Kiwanis Scholarship Committee collects and uses personal information. If we ask you to provide certain information by which you can be identified during the application process, you can be assured that it will only be used in accordance with this privacy statement.

Rockland Kiwanis Scholarship application requires the name, address, date of birth, telephone number, and email address of all prospective applicants. Rockland Kiwanis collects this information in order to be in contact with prospective applicants as well as to be able to check applicants against any exclusionary lists. This data is collected and kept as part of our secure application system. Access to this system is restricted to present Scholarship Committee and Kiwanis Board members. This data is destroyed no later than one year after if the applicant is not selected as a recipient.

If you send us personal information by mail, e-mail or telephone, we will use that information to respond properly to your request. We will use your personal information for no purpose other than the response made to your request. We may provide other government agencies your personal information only if that agency is required to respond to your request, or as otherwise required by law. We do not furnish personal information to private nor commercial organizations.