

Arnold C. Lane Veterinary Scholarship

CCKC Procedures/Checklist

The Cape Cod Kennel Club will not discriminate on the basis of race, religion, gender or ethnicity.

Scholarships are available to a man or woman who is pursuing a career as a Doctor of Veterinary Medicine. Funds are to be used for academic expenses including tuition, books and student fees.

The scholarship is \$1,500 per semester per student.

The scholarship may be awarded for a short as one-semester or as long as the recipient is enrolled full-time at an accredited Veterinary college or university and maintains the requirements for receiving the scholarship.

The Arnold C. Lane Veterinary Scholarship Committee will consist of at least:

1. President, Cape Cod Kennel Club
2. One Current Board Member

Prior to review, make sure the applicant has submitted:

- Application filled out completely.
- Proof of residency of Barnstable County, Massachusetts.
- Autobiographical sketch.
- Three candidate letters of recommendations. One must be from the applicant's academic advisor and one from a person personally familiar with the student and with the career field of veterinary medicine and animal care.
- Letter of acceptance to a veterinary or pre-veterinary degree program at an accredited Veterinary College or University in the United States or Canada.
- Proof of declared degree major of Veterinary Medicine, Pre-Veterinary Studies or the equivalent that will lead to the degree of Doctor of Veterinary Medicine (DVM).
- Official statement from the Registrar of the college or university indicating the applicant's current GPA of 3.0 or higher or the equivalent, plus enrollment status as full-time student. Must be submitted at the completion of the semester or academic year.
- Due date of submission is December 30 of the year prior to scholarship award.

SCHOLARSHIP DEADLINES

December 30	Application and all supporting documents must be postmarked by December 30th.
January - March	Applications reviewed. Qualified applicant(s) selected by CCKC Scholarship Committee.
April	CCKC Scholarship Committee makes final recommendation to CCKC Board of Directors. Board votes on recommendation(s).
May	Winner(s) notified in writing by the president of the Cape Cod Kennel Club.

CCKC Scholarship Committee will:

- Make sure all required paperwork is submitted.
- Review applicants' submissions.
- Present to the CCKC Board of Directors recommendation for scholarship, including recommendation for duration of award.
- Recommendation may be that no acceptable candidate exists and no scholarship will be awarded for that year.
- Board will vote to accept/reject Committee's recommendations.
- The CCKC President will notify award recipient in writing and notification of the award will be posted in a subsequent CCKC membership newsletter and/or CCKC web site.

For a continuance of the scholarship

- It is up to the recipient to ensure that all requirements for maintaining the scholarship are complied with in full.
- Committee will ensure student is maintaining standards of the scholarship and that proof of enrollment and GPA (\leq 3.0 or equivalent) is received. Scholarship committee will present to the board proof that the student is maintaining the requirements for the scholarship.
- Board will accept/reject Committee's recommendations for continuing the scholarship.
- CCKC Treasurer will pay the student upon the Board of Directors acceptance of the Committee's recommendations.
- Payment will be made within 90-days of the student's submission to the CCKC Scholarship Committee of maintaining all requirements for the scholarship.

**In the event that the applicant/recipient is missing part of the information required,
the Committee may either**

- Notify the applicant/recipient that additional information is required to be considered/maintain the scholarship. That information must be submitted with a reasonable time period in order to be considered/maintain the scholarship
- Reject the applicant or terminate the scholarship.

If a scholarship is to be terminated, the Scholarship Committee must present to the CCKC Board of Directors reasons for terminating the scholarship. The Board will accept/reject the Committees recommendations.

In the event of a scholarship termination, the recipient will be notified in writing by the president of the Cape Cod Kennel Club.