



# 2025 Atlantic Federal Credit Union Foundation Scholarship Rules

The 2025 Atlantic Federal Credit Union Foundation scholarship program is from February 3, 2025 to March 25, 2025. Members may download the application online at [www.atlanticfcu.com/scholarships](http://www.atlanticfcu.com/scholarships).

All applicants must submit a complete document package (Adobe PDF or Microsoft Word Documents only) with the following requirements to be considered for the \$10,000, \$5,000, \$2,500, \$1,500, and \$1,000 scholarships:

- **A completed application.**
- **Write a 350-400 word essay (Essay Question: What is your favorite thing about yourself, and why?)**
- **Provide a resume, including community involvement, extra-curricular activities, and ways in which you have demonstrated leadership.**
- **Provide high school transcript (most recent version).**
- **Provide a reference letter from a high school teacher, high school counselor, mentor, employer, or coach.**
  - We understand that it may not be possible to include your reference letter in this package. If that's the case, the person writing the reference letter can mail/email it directly to us. However, if all items have not been received or postmarked by March 25, 2025, you will not be eligible for the scholarship.

Complete document package (Adobe PDF or Microsoft Word Documents only) and reference letters must be received or postmarked by March 25, 2025. We cannot accept postage-due envelopes. Incomplete packages with items received after this date will be ineligible.

## **Complete document package can be submitted by mail/email:**

Atlantic Federal Credit Union - Scholarship Program  
600 Sable Oaks Drive  
South Portland, ME 04106  
[scholarship@atlanticfcu.com](mailto:scholarship@atlanticfcu.com)

The Atlantic Foundation Scholarship program is open to senior students who are currently attending high school in Androscoggin, Cumberland, Sagadahoc, or York County, are Atlantic members with an open primary account (primary account member is the actual owner of an account), and are enrolled or will be enrolled for a fall 2025, accredited, undergraduate program at a chosen college/vocational school that requires a tuition, minimum 6 credit hours, per semester. Recipients must maintain a 2.0 GPA or higher for the fall 2025 semester and then be registered for spring 2026 classes at an accredited undergraduate program at a chosen college/vocational school that requires a tuition, and a minimum of 6 credit hours per semester. **All scholarship recipients are responsible for submitting a request for payment and providing Atlantic with all documentation (grades, class schedule, school billing address, school tax ID number, and student ID number) required prior to award payment. Scholarship recipients who do not fulfill all the requirements prior to April 1, 2026, will no longer be eligible for the scholarship award.**

**Scholarship Awards:** One \$10,000 scholarship, one \$5,000 scholarship, one \$2,500 scholarship, one \$1,500 scholarship, and one \$1,000 scholarship will be awarded. The winning recipients will be selected by the Atlantic Scholarship Committee by the first week of May 2025 and notified no later than the beginning of June 2025.

Only one scholarship will be awarded per winning member. All members must sign their application. If under the age of 18, members must include their signature and their parent/guardian's signature on their application.

The \$10,000 scholarship will be awarded over four payments of \$2,500 during the student's freshman, sophomore, junior, and senior year. The award check will be addressed to the education institution **with the student's name and student ID number listed as a comment**. The payments will be made after the completion of the recipient's fall semesters in 2025, 2026, 2027, and 2028. After the completion of each fall semester, the scholarship recipient is responsible for submitting a request for payment and providing Atlantic with all documentation, including grades, class schedule for the spring semester, school billing address, school tax ID number, and student ID number. The recipient must maintain a 2.0 GPA. The four requests for payments must be provided no later than April 1, 2026 (First Payment), April 1, 2027 (Second Payment), April 1, 2028 (Third Payment), and April 1, 2029 (Final Payment). If documentation is not received by these dates, then they will no longer be eligible for the scholarship award for that school year. Once reviewed and approved the scholarship payments will be addressed to the educational institution **with the student's name and student ID number listed as a comment**. If the recipient's senior year, first semester, is not completed by January 30, 2029, they will no longer be eligible for the scholarship award. If the recipient's degree is an associate's two-year degree, the student will notify Atlantic upon being deemed a winner to discuss how the scholarship will be awarded.

The \$5,000 scholarship will be awarded over two payments of \$2,500 during the student's freshman and sophomore year. The award check will be addressed to the education institution **with the student's name and student ID number listed as a comment**. The payments will be made after the completion of the recipient's fall semesters in 2025 and 2026. After the completion of each fall semester, the scholarship recipient is responsible for submitting a request for payment and providing Atlantic with all documentation, including grades, class schedule for the spring semester, school billing address, school tax ID number, and student ID number. The recipient must maintain a 2.0 GPA. The two requests for payments must be provided no later than April 1, 2026 (First payment) and April 1, 2027 (Final Payment). If documentation is not received by these dates, then the recipient will no longer be eligible for the scholarship award for that school year. Once reviewed and approved the scholarship payments will be addressed to the educational institution **with the student's name and student ID number listed as a comment**. If the recipient's sophomore year first semester is not completed by January 30, 2026, then the recipient will no longer be eligible for the scholarship award. If the recipient's degree is an associate's two-year degree, the student will notify Atlantic upon being deemed a winner to discuss how the scholarship will be awarded.

\$2,500, \$1,500, and \$1,000 scholarships will be one-time award payments. The award check will be addressed to the education institution **with the student's name and student ID number listed as a comment**. The payments will be made after the completion of the recipient's fall semesters in 2025. After the completion of each fall semester, the scholarship recipient is responsible for submitting a request for payment and providing Atlantic with all documentation, including grades, class schedule for the spring semester, school billing address, school tax id number, and student ID number. The recipient must maintain a 2.0 GPA. The request for payment must be provided no later than April 1, 2026. If documentation is not received by April 1, 2026, they will no longer be eligible for the scholarship award. Once reviewed and approved, the scholarship payment will be addressed to the educational institution **with the student's name and student ID number listed as a comment**.

High School Seniors of Atlantic Employees, volunteers, immediate family members, and household members are not eligible to participate or win the \$10,000, \$5,000, \$2,500, \$1,500, or \$1,000 scholarships. The term "immediate family members" includes spouses, parents, siblings, children, and cohabiting significant others.

**Selection Process:** The \$10,000, \$5,000, \$2,500, \$1,500, and \$1,000 Scholarship recipients will be selected through a two-step process as set forth below:

**Step 1:** The Atlantic Scholarship Committee will review and score each of the application documents.

**Step 2:** The top applicants who receive the highest scores during the scoring phase shall be the potential finalists. The Atlantic Scholarship Committee will review the potential finalists. Scholarship recipients will be selected based on the quality of writing, structure, and content of their resume, including community service, leadership and extra-curricular activities, high school transcript, and reference letter from a teacher, counselor, mentor, or employer that speaks to someone's work experience, skills, expertise, personal qualities, and academic performance. The selection of the scholarship recipients shall be made at the Committee's sole and absolute discretion. All decisions of the Committee shall be final.

By participating in the Atlantic Federal Credit Union Foundation Scholarship program, all entrants agree and understand that all documents provided become the property of Atlantic Federal Credit Union. If chosen as a scholarship recipient, then each individual grants Atlantic Federal Credit Union permission to use his or her name, address, photograph, video, likeness, biographical and personal information, essay, and scholarship award information in any formats and mediums, including the Internet and on social media websites, for publicity, promotion, advertising, and other purposes without further notice or additional compensation to promote the scholarship program, the scholarship recipient's submission and Atlantic and its products; and shall further assign to Atlantic all rights of ownership, including copyright, in the submission, including but not limited to the essay, photo, and video.

**Limitation of Liability:** Atlantic Federal Credit Union nor the Atlantic Federal Credit Union Foundation is responsible for any incorrect or inaccurate information associated with or utilized in the 2025 Atlantic Foundation Scholarship Program, including but not limited to any printing or typographical errors in any scholarship documents, or for any technical or human error, which may occur in the processing of applications, submissions in the scholarship program. Atlantic is not responsible for any personal injury, property damage, or losses of any kind which may be sustained to the applicant's or any other person's computer equipment, smart phone, or mobile device resulting from participation or attempted participation in the scholarship program. Atlantic assumes no responsibility for any incomplete, misdirected, late or lost entries, submissions, or any error, omission, interruption, deletion, defect, delay in operation or transmission, communications line failure, garbled or corrupted data transmitted, theft or destruction or unauthorized access to, alteration of, applications, application data, submissions, the unavailability or inaccessibility of the website ([www.atlanticfcu.com](http://www.atlanticfcu.com)) during the scholarship program, telephone, cable, satellite, network, electronic or Internet connectivity or other online or telephone network communication problems, errors or limitations of any Internet or telephone service providers, servers, hosts or other providers, failure of any online transmissions to be sent or received, or traffic congestion on the Internet or the website. If, for any reason, the scholarship program is not capable of running as planned, including tampering, unauthorized intervention, fraud, or any other causes beyond the control of Atlantic that affects the administration, security, fairness, integrity, or proper conduct of the scholarship program, then Atlantic reserves the right at its sole discretion to cancel, terminate, modify or suspend the scholarship program. In the event that proper administration of the scholarship program is prevented by such causes as contemplated above, Atlantic may, at its discretion, select the finalists from all eligible, non-suspect entries received prior to such action. All potential scholarship recipients and their entries may be subject to verification and investigation before being awarded any prizes. In the event that not enough qualified applications are received, Atlantic is not responsible for awarding more prizes than the applications received.

**Atlantic Federal Credit Union does not give tax advice, but you can find information from the IRS here: <https://www.irs.gov/taxtopics/tc421>. You may also want to speak with a tax advisor.**