

The Clara Freshour Nelson Music Scholarship (revised May 18, 2017)
Each Texas TAMS member institution may submit one application per year.

Eligibility, Terms, Conditions, Renewal Information:

1. Applicant must be a full-time music major at a Texas institution holding a full membership in TAMS in good standing.
2. Applicant will be eligible to apply only during the second semester of the freshman year, having completed a minimum of twelve (12) semester hours during the previous fall semester. Dual credit, advanced placement, and/or early admission course work will not count against the second semester freshman standing of the applicant.
3. Applicant must have financial need and demonstrate quality musical performance.
4. Applicant must have a minimum overall grade point average of 3.0.
5. The funds of this scholarship are to be used for tuition and fees and other related educational expenses including, but not limited to, housing, books, supplies, etc.
6. Requirements for annual scholarship renewal:
 - a. Application for renewal may be considered on a semester basis for a maximum of seven (7) additional semesters beyond the initial award or until graduation with a baccalaureate degree, whichever comes first.
 - b. Student must be continuously enrolled as a full-time music major in a Texas TAMS member institution each academic year without interruption.
 - c. Student must maintain an overall grade point average of 3.0 for renewal.
 - d. The Music Executive must submit the *Scholarship Renewal Form* to the TAMS Executive Director. If at any point the student fails to meet eligibility requirements, the Music Executive is responsible for initiating the return of unused award funds to TAMS.
 - e. Student award recipient must complete an annual Thank You letter, which will include an acknowledgement of the award and provide an annual update of academic, teaching, and performance activities.
 - f. If a student transfers to another Texas institution holding a full TAMS membership in good standing, the scholarship award will transfer with the student.
 - g. The clinical teaching or student teaching semester will be considered full-time regardless of institutional registration requirements.
 - h. Any exceptions to these conditions must be approved in writing by the TAMS Scholarship Committee.

Application/Selection Process and Deadlines:

April 1: Deadline for application materials to be submitted to the institutional Music Executive.

The application materials must include:

1. A completed *Application Form* (Typed into the form is preferred)
2. Transcript of all completed collegiate work (unofficial accepted) as pdf file
3. Performance audio recording (2-10 minutes) – mp3 audio file
4. Letter from the Music Executive verifying application authenticity and specific degree of financial need of the applicant
5. One additional letter of recommendation from a current collegiate faculty. (A faculty member who is not the Music Executive should write this letter.)
6. A two to three page typed essay that is double spaced, 12 pt. font written by the student that addresses the applicant's educational and professional goals

All application material must be submitted via Dropbox: Application Form, unofficial transcript, performance audio recording, one additional reference letter from a current collegiate faculty, student essay, and the Music Executive letter of verification. The TAMS Executive Director will provide institutional Music Executives submission instructions by April 1 of each year.

PLEASE NOTE:

All submitted documents must be readable by standard cross-platform applications. Written documents must be saved as pdf files. Audio files should be saved as mp3 files. Video files will not be considered.

- April 15: Deadline for the institutional Music Executive to submit one nomination (all application materials) to the TAMS Executive Director. Each file must include the name of the university/college and name of student applicant.
- May: The TAMS selection committee will complete application review and identify new and renewed scholarship recipients.
- May 31: All applicants and Music Executives will be notified of award decisions by the TAMS Executive Director.
- July/January: Each annual award will be distributed in two payments. The check for the fall semester award will be made out to the institution and mailed to the Music Executive by the end of July. The spring semester award will be mailed during the first week of January. The institution will be responsible for administering the award in two (2) equal installments (fall semester, spring semester).
- October 1: Deadline for institutional Music Executive to send student Thank You letter to TAMS Executive Director. Annual student Thank You letter will include an acknowledgement of the award and provide an update of academic, teaching and performance activities during the past year. The Thank You letter should be addressed to the Clara Freshour Nelson Foundation.
- December 15 and May 15: The institutional Music Executive must submit *Scholarship Renewal Form* which indicates student status (continuing, graduating, transferring or no longer eligible) to TAMS Executive Director. This form is required at the end of every semester a student receives a scholarship. If at any point student fails to meet eligibility requirements, the Music Executive is responsible for initiating the return of unused award funds to TAMS.

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