



LOUISVILLE ACADEMY OF MUSIC
NEED BASED SCHOLARSHIPS
POLICIES AND PROCEDURES

I. Introduction

The following policies and procedures are established to provide guidance for the Louisville Academy of Music (LAM) Scholarship Committee Members, the criteria for selection of LAM need based scholarship awards, and the overall management of the Scholarship Program.

A. Purpose

The purpose of the LAM Scholarship Program is to break down barriers, build pathways, and create access to learning and excelling at a musical instrument. Music opens doors to success in any field and our mission is to provide education, support, and mentorship for any student who is willing and devoted, no matter their socio-economic status. We believe music is for everyone.

Our program provides crucial musical instruction to those students who are passionate about learning an instrument but face financial barriers. We value the unique opportunities that individual attention and long term study provide a student. We are committed to supporting students through our community partners. We look forward to continuing to identify needs in our community, building more partnerships and pathways to musical study.

B. Description

Our scholarship program is need-based and provides the opportunity for long-term musical study for students grades K-12 who are hard-working and passionate about music. All scholarship students are of low or moderate income level. We base our scholarship awards on current federal eligibility income guidelines. Families who qualify for [Free or Reduced Lunch](#) can receive full scholarships and students who qualify for 1.25 the reduced income level can receive partial scholarships. Award amounts will be decided by the scholarship committee based on available funding. Scholarship awards primarily fund private lesson costs but can also support LAM group classes and special programs.

C. Inclusion and Non-Discrimination

LAM provides an inclusive community and an enriching learning environment that supports and empowers all of our students to be their very best.

The Louisville Academy of Music welcomes all students and families regardless of race, color, national and ethnic origin, gender, familial status, gender identity, sexual orientation, immigration status, disability, political affiliations or beliefs. It does not discriminate in administration of its educational policies, admissions policies, scholarship programs, or any other school-administered programs.

D. Selection of Committee Members.

At the beginning of each fiscal year, LAM's Board shall appoint three (3) to five (5) members to the Scholarship Committee. The members can be from the Board of Directors, Community, or LAM Faculty/Staff. The LAM Conflict of Interest Policy must be strictly adhered to by all committee members in regard to selecting scholarship applicants. Confidentiality agreements must be signed by all committee members. The appointed members shall serve during the academic year of their appointment unless relieved of this duty by a majority vote of the Board. Each year, the Committee must elect its own Chair who will oversee the activities of the Committee.

E. Responsibilities of Scholarship Committee Members

The committee shall meet as required to consider applications for scholarships originating from students and potential students, and shall recommend approval or denial to the Board for its consideration. The committee will review the charter, application, and charter each year and will update as needed. The committee will meet as needed throughout the year if any additional requests or issues arise. The committee chair will handle scheduling, communications and will report to the board on the committee's recommendations. The committee meetings may be in person or by conference call as required to provide timely recommendations to the Board.

F. Responsibilities of the LAM Board

The Board shall consider the recommendations of the Scholarship Committee and shall act upon these recommendations in a timely manner. The Board's actions may be taken in person at a regularly scheduled Board meeting, or by telephone or email voting. All applicants will be notified by June 1st of their awards. The scholarship committee will create a waitlist of students who will be notified of additional awards. Additional monies may become available through grants, donations, or a current scholarship student dropping throughout the year.

II. Private Lesson Scholarships

Private Lesson Scholarships begin in June and will cover all or part of the student's monthly tuition..

A. Administration

Financial aid is administered by the LAM Scholarship Committee under the criteria identified below.

B. Responsibilities of the LAM Scholarship Committee

Upon receipt of an application from a LAM student or potential student, the Scholarship Committee shall review the application for completeness. The Committee shall work with the applicants to complete any missing requirements. When each application is deemed complete, the Committee shall make its recommendation to the Board of Directors which shall act on this recommendation. The Committee shall notify applicants of their award status.

C. Criteria for Award

1. Administration: At the beginning of each fiscal year, the LAM Board shall establish, at its sole discretion, a budget for scholarships. Scholarships may only be increased in that fiscal year by a vote of the Board. The Scholarship Committee will consider scholarship applications using criteria established in this Policy, the budget approved by the Board, and any new financial contributions. They will use the information to make recommendations to the Board for its consideration.
2. Length of Lessons of Scholarship Winners: First year scholarship students will begin with 30 minute weekly lessons unless approved for longer lessons under certain exceptional circumstances. Students are able to progress to 45 minute or 60 minutes lesson scholarships with teacher recommendation and LAM Scholarship Committee approval
3. Scholarship Priority
 - a. Renewal scholarships receive precedence over new scholarship applicants.
 - b. The committee will designate a minimum number of slots to go to students at partner programs..
4. Criteria for Award for Renewal scholarships:
 - a. Financial Need: Financial assistance is evaluated according to yearly income and family size, documented by an income tax statement or other proof of income presented at the time of application.
 - b. A positive progress report from their private instructor and good attendance
 - c. Expression of interest demonstrated in the narrative of their application

5. Criteria for Award for New Students: Each applicant shall submit data required to allow evaluation of the application according to the following criteria:
 - a. Financial Need: Financial assistance is evaluated according to yearly income and family size, documented by an income tax statement or other proof of income presented at the time of application.
 - b. Expression of interest demonstrated in the narrative of their application
 - c. A teacher recommendation. The teacher does not need to be in the field of music.

III. Additional Support

Students receiving a private lesson scholarship may be considered for additional support. Additional support includes group classes, chamber music coachings, LAM summer programs, etc. Additional support will be awarded based on funds available and the criteria outlined in II(C) of this charter.