



Scholarship Program



The brochure provides details on the Kraft Foods Scholarship Program for employees' children. Undergraduate College and Vocational/Technical Scholarships are available to qualified students. The competition for these scholarships as well as the application and selection procedures are explained fully in the following pages.

Employees' children who wish to compete for scholarships should read this brochure carefully and follow all of the directions.

**THE KRAFT FOODS SCHOLARSHIP
PROGRAM SELECTS APPLICANTS
WITHOUT REGARD TO RACE,
COLOR, RELIGION, SEX, OR
NATIONAL ORIGIN.**

1. What Is The Kraft Foods Scholarship Program?

- ◆ It is a competitive program that provides awards of financial assistance to help pay a portion of the cost of college and career training for eligible children of Kraft Foods employees.

2. How Many Types of Scholarships Are Offered?

- ◆ Scholarships are offered in two categories:

College Scholarships for employees' children who are high school seniors planning to enroll, during the following academic year, at an accredited four-year college or university to acquire a baccalaureate degree.

Vocational/Technical Scholarships for employees' children who are high school seniors planning to enroll, during the following academic year, in an accredited vocational or technical program of a maximum two-year duration.

3. Who Is Eligible?

- ◆ A child of a **full-time** employee of Kraft Foods, when the employee is presently employed by a U.S. company or subsidiary or is working on an expatriate assignment and whose home country is the U.S. The applicant must be attending or planning to attend an educational institution in the United States, Canada or Puerto Rico.
- ◆ The term "child" under the program means a dependent, natural or legally-adopted child, stepchild, or legal ward supported entirely by the guardian. The "child" must further be claimed as a dependent on the employee's Income Tax Return, supported by the employee or claimed by the employee for medical insurance and other benefits.
- ◆ An applicant's parent or guardian must be employed for a minimum of one year by Kraft Foods or one of its subsidiaries, as of November 30 of the applicants' senior year in high school. In addition, the parent or guardian must still be employed at the time the scholarship award is initially granted.

4. For Which Institutions Are Scholarships Available?

- ◆ **College Scholarships** are available for full-time study at accredited four-year colleges and universities in the United States, Canada and Puerto Rico.
- ◆ **Vocational/Technical Scholarships** are available for full or part-time study (minimum of six to twelve credit hours per term) at vocational and technical schools, or community and private junior colleges in the United States, Canada and Puerto Rico and accredited by a member organization of the Council on

Postsecondary Accreditation.

- ◆ Correspondence courses are not included among approved programs of study for which scholarships are awarded under Kraft Foods' program.

5. Who Administers the Program?

- ◆ All phases of the scholarship competition, including selection of winners and determination of the amount of scholarship awards, are handled by the Scholarship and Recognition Programs (SRP). The Scholarship and Recognition Programs is a program of the College Board. Operational activities for the Scholarship and Recognition Programs are performed by the Educational Testing Service (ETS).

6. Who Selects the Scholarship Winners?

- ◆ Scholarship recipients are selected by a Scholarship Review Committee appointed by the Scholarship and Recognition Programs and composed of academicians, admissions officers and vocational educators, independent of Kraft Foods.
- ◆ Kraft Foods does not participate in the selection process and is not aware of the award winners until the Committee has completed and finalized its selection.
- ◆ All materials submitted to support an application in the competition are used only in the selection process. If a child is named a scholarship recipient, his or her folder will remain in active status during the period the scholarship is in force and will be retained for one year thereafter by SRP. All records are confidential and available for reference by SRP and, as appropriate, by the program sponsor.

7. How Are the Winners Chosen?

- ◆ The Committee reviews the applicants in each group separately: college and vocational/technical school.
- ◆ Semifinalists are selected for the College Scholarship Program on the basis of the applicants' Scholastic Assessment Test (SAT I) scores or American College Test (ACT) scores, and rank-in-class. In February, additional information will be requested of these candidates and their schools.
- ◆ Winners are chosen on a competitive basis.
- ◆ Each applicant or semifinalist file is thoroughly reviewed by the Committee. In its review procedures, the Committee considers the following:
 - class rank and SAT I or ACT scores (college candidates only)
 - high school academic records
 - letters of recommendation from guidance counselors, teachers, and advisors
 - extracurricular activities

- demonstrated leadership
 - community service involvement
 - work habits
 - character
 - general range of interests
 - the students' own statements
- ◆ An applicant must accept the decisions of the Review Committee as final. No exceptions will be made and no appeals will be permitted.

8. How Many Scholarships Will Be Awarded?

- ◆ Kraft Foods reserves the right to determine the number of scholarships to be awarded in each program in a given year, the amount of scholarship funding, and the continuation of the program from year to year.

9. What Is the Amount of Each Scholarship and How Is it Determined?

- ◆ The actual amount is based on financial need according to financial information submitted by the applicant's parent and the costs of attendance at the recipient's selected college or vocational/technical school.
- ◆ The actual determination of financial award amounts is done by SRP.
- ◆ The amount will not exceed \$3,500 per year for College Scholarships. Vocational/Technical Scholarships begin at \$500 and will not exceed \$2,500 for full-time study; \$200 per year for part-time study.
- ◆ The **minimum award** of \$1,000 (\$500 for vocational/technical scholarships) may be granted to a College recipient who elects not to complete a CSS/Profile® Financial Aid form (Profile) or for whom an analysis of the form shows "no-need."

10. How Is Individual Need Determined?

- ◆ Applicants' parents submit to the Scholarship and Recognition Programs a CSS/Profile® form describing their financial situation. All information is kept confidential by SRP, and is not seen by anyone within Kraft Foods. (Parents may be requested to submit a release of their Federal Income Tax Return in order to verify the information reported on the Profile form).
- ◆ Parent must submit the CSS/Profile® online at www.collegeboard.com.
- ◆ If the parents do not wish to complete the financial forms, the student may still be considered for the minimum award of \$1,000 for college scholarships and \$500 for vocational/technical scholarships.

- ◆ A Kraft Foods scholarship is not expected to cover the entire cost of a student's higher education. The scholarship is intended to supplement other financial assistance a student may receive from parents, employment, loans, etc.
- ◆ Once the student's financial need has been assessed by SRP and the monetary value of the award has been determined, the student must accept the decision on the amount of the scholarship as final. However, the recipient must notify SRP of any change in the school he or she attends. Awards may be adjusted as a result.

11. How Do Other Scholarships, Prizes, and Awards Affect a Kraft Foods Scholarship?

- ◆ A Kraft Foods Scholarship recipient may accept prizes, awards and other scholarships, but he or she must report to SRP the name, amount and duration of any awards accepted. Total other awards up to \$500 and loans will not affect the Kraft Foods award. However, a Kraft Foods scholarship award may be adjusted if a recipient receives awards over \$500.
- ◆ Failure to report other awards may disqualify the student from receiving the Kraft Foods Scholarship.
- ◆ The amount of other awards will be taken into account in determining the final amount of the scholarship. In any case, four-year college scholarships will not be reduced below the annual minimum of \$1,000, and vocational/technical awards will not be reduced below the \$500 minimum.

12. What Determines the Renewal of Awards?

- ◆ Scholarships are renewed annually provided the following conditions are met: (1) the student continues as a full-time undergraduate degree candidate in good academic standing, according to the standards set by the institution; (2) the student completes and returns a renewal report form supplied by SRP and also sends SRP a complete transcript of grades at the end of the school year.
- ◆ **College awards** are renewable for up to three years or until the requirements for a Baccalaureate Degree are completed, whichever is earlier.
- ◆ **Vocational/Technical awards** are renewable for one year of full-time study (if the course of study requires more than one year) or four years of part-time work.
- ◆ A student does not have to file a CSS/Profile® Financial Aid form (Profile) for scholarship renewal. Each student is required to submit a Profile form to determine the amount of the scholarship when the award is initially granted. A student whose financial need changes in subsequent years may request a review of a new Profile form at that time.

- ◆ College Scholarships are renewable for a fifth year only for students who in their freshman year had enrolled in a legitimate five-year degree granting program such as pharmacy, engineering, etc.

13. What Are the Conditions for Transfer?

- ◆ SRP will consider a transfer for a **College** student if the transfer is to occur at the beginning of an academic year. The student must notify SRP of his or her intent to transfer, provide evidence of good academic standing at the college attended, and submit evidence of admission to the college to be entered.
- ◆ Transfers are permitted for mid-year provided that SRP is notified in writing at least six weeks before the transfer occurs. It is the student's responsibility to request that the school return the unused portion of the scholarship funds to SRP. No check will be issued to the new institution until the unused portion of the scholarship is received by SRP.
- ◆ **Vocational/Technical** students are expected to complete their program of study at the school named in the award letter. Should a recipient decide to change programs, he or she should complete a new application and submit it to SRP since the original award was made in accordance with the student's background and skills as they related to his or her originally chosen field of study.
- ◆ Gaps of more than three months between terms of study for a vocational/technical students may jeopardize the award. Total awards granted will not exceed a total of two years of full-time or four years of part-time study.

14. What Happens if Studies Are Interrupted?

- ◆ If a student's studies are interrupted by illness, accident, or some other extenuating circumstance, he or she may request that the scholarship be held in abeyance during that time.
- ◆ Requests for scholarships to be held in abeyance must be submitted promptly to SRP and each will be reviewed and acted upon individually.

15. Can a Scholarship Be Terminated?

- ◆ Academic or disciplinary action resulting in suspension or dismissal from school automatically terminates the scholarship.
- ◆ Although honor grades are not required; Kraft Foods Scholars are expected to do quality work in college and in vocational/technical institutions. A record of D's and F's may result in suspension or termination of the scholarship.
- ◆ A renewal report and a transcript are required annually. Failure to provide this information when it is required may result in termination of the scholarship.

16. Can the Award Be Used to Study Abroad?

- ◆ Some scholars choose to study abroad, usually in their junior year. All study abroad must be associated with a full-time program, sponsored by an accredited university in the United States, Canada or Puerto Rico, and approved one month in advance by SRP. A stipend check cannot be disbursed to an institution located in a foreign country. If study abroad is approved, a check will be sent to the sponsoring “home” institution.

17. How Is the Award Paid?

- ◆ Each fall the entire yearly award is sent directly to the educational institution the recipient is attending, to be prorated over the terms that make up the academic year.
- ◆ The scholarship should be credited to the student’s account and can be applied toward the educational expenses paid to the institution. It should be noted, however, that the scholarship grant may not necessarily cover the full cost of these terms. At no time is the cash payment released directly to the student.
- ◆ Should a student anticipate an early graduation or wish to accelerate his or her program by summer school attendance, arrangements can be made for awards to be granted for full-time summer study, provided that the student meets renewal requirements. Such plans should be outlined in writing and submitted to Scholarship and Recognition Programs for review well in advance.
- ◆ For a student enrolled in a co-op program, the award is granted only for the semesters he or she is attending classes, provided that the student meets renewal requirements. The student must contact SRP at least six weeks before the co-op is scheduled to begin.
- ◆ Awards are **NOT** retroactive and may **NOT** be credited to semesters already completed.
- ◆ If the student withdraws from school for any reason during the school year, the student must notify both Kraft Foods and SRP. It is the student’s responsibility to request that the unused portion of the scholarship funds be returned by the institution to SRP.

18. How and When Do Students Apply?

- ◆ Each applicant must complete the attached application. (An applicant to the College Scholarship Program must have his or her high school principal or guidance counselor sign the application and indicate the applicant's junior year rank-in-class and SAT I or ACT test scores). A stamped-addressed envelope should accompany the application to ensure that the form will be mailed by the school to:

Kraft Foods Scholarship Program
Scholarship and Recognition Programs
P.O. Box 6730
Princeton, NJ 08541
- ◆ The scholarship application **must be postmarked no later than November 30** of the student's senior year in high school.
- ◆ Failure to comply with instructions or meet deadlines will result in ineligibility.
- ◆ **College Scholarship** applicants must register for and take the Scholastic Assessment Test (SAT I) of the College Board or the ACT, Inc. Test (ACT) no later than the December administration. When completing the Reports to Colleges and Scholarship Sponsors Section, enter **Code 9864** for the Kraft Foods Scholarship Program as one of the colleges or scholarship programs to which scores are to be sent. SAT I and ACT registration information should be available from an applicant's high school guidance counselor or online at www.collegeboard.com and www.act.org. If not, a copy of the **SAT I Bulletin** may be obtained by writing to:

Kraft Foods Scholarship Program
Scholarship and Recognition Programs
P.O. Box 6730
Princeton, NJ 08541

Or by phoning:

Scholarship and Recognition Programs
Princeton, NJ
(609) 771-7878

A copy of the **ACT Bulletin** may be obtained by writing to:

ACT, Inc.
P.O. Box 168
Iowa City, IA 52243

Or by phoning:

ACT, Inc.
Iowa City, IA
(319) 337-1000

Important Testing Information for College Scholarship Applicants

- ◆ Students who have taken the ACT or SAT I at an earlier time should have their high school official submit their scores on the initial Kraft Foods application.
- ◆ Students taking upcoming November or December administrations of the ACT or SAT I should be sure to enter **Code 9864** for the **Kraft Foods Scholarship Program** as one of the colleges or scholarship programs to which scores can be sent.
- ◆ If the scores resulting from the later test date(s) prove to be higher than those already submitted, these higher scores will automatically replace the lower scores, **provided that the student designates Code 9864 on his/her registration form as one of the colleges or scholarship programs to which scores can be sent.**
- ◆ Please note: the highest combined score from one SAT I test date will be used. Verbal and Math scores cannot be split from different test dates to result in a higher combined score.
- ◆ Students taking the November or December administration(s) of these tests who have not designated **Code 9864** may have these scores reported by ordering an Additional Score Report available from:
 - **ACT** by phone at (319) 337-1000 or online www.act.org
 - **SAT I** by phone at 1-866-756-7346 or online at www.collegeboard.com.This request must be submitted by December 1.
- ◆ **Vocational/Technical Scholarship** applicants are not required to take any special tests.

19. Do Applicants Need to Make Separate Application to Schools and Colleges?

- ◆ It is necessary for college and vocational/technical school scholarship applicants to make separate application directly to the institution he or she wishes to attend. Each applicant is responsible for applying for admission on time and fulfilling all admission requirements.
- ◆ NOTE: Scholarships are effective only after the applicant has been admitted to a qualified educational institution.

20. When Will Winners Be Announced?

- ◆ All scholarship winners will be announced in April/May.
- ◆ Stipend checks will be mailed by SRP on behalf of Kraft Foods between July/August to the educational institutions in which the winners are enrolled.

21. What Are Other Conditions to the Scholarship?

- ◆ Applicants for Vocational/Technical Scholarships may not be enrolled in a four-year baccalaureate degree program.
- ◆ A student who is awarded a Vocational/Technical Scholarship cannot at a later date extend the award to a program requiring three or more years to complete.

22. Who Can Answer Questions Regarding the Program?

- ◆ The important points of the Kraft Foods Scholarship Program have been outlined in this booklet. The decision of the Scholarship Committee will govern in settling any questions that may arise. Each parent or guardian should contact the Kraft Foods Scholarship Program Administrator at SRP by calling (609) 771-7878 or by contacting his or her local Kraft Foods Human Resources/ Employee Relations Office if there are any questions.

Important Dates

September/November—Employee obtains scholarship booklet containing application form for son/daughter.

November 30—Application deadline. Applications for each of the scholarships must be postmarked no later than this date and sent to:

Kraft Foods Scholarship Program
Scholarship and Recognition Programs
P.O. Box 6730
Princeton, NJ 08541

December—College scholarship applicants must have taken SAT I or ACT by December of their senior year in high school.

February—SRP sends instructions and forms to be completed by semifinalists in College Scholarship and Vocational/Technical award competition. SRP notifies applicants who will not receive further consideration.

February—All semifinalists and vocational/technical applicants will file the CSS/Profile® Financial Aid Form online at www.collegeboard.com. Deadline for submission is March 1st.

February/March—Students and references return completed forms to SRP.

April/May—College and Vocational/ Technical School Scholarship winners and non-winners are notified.

July/August—Stipend checks sent to winners' institutions by SRP on behalf of Kraft Foods.

Check List

Please take the time to read the following questions and to check each one to ensure that your application has been completed correctly.

- 1. Did you clearly print your complete name, address, telephone number, and date of birth on the application?
- 2. Did you indicate the location where your parent or guardian is employed?
- 3. Did you indicate the date when you will take or did take the SAT I or ACT? (Remember: The December test date is the last which can be accepted).
- 4. **Did you enter Code Number 9864** (The Kraft Foods Scholarship Program), when completing the scores report section of your SAT I or ACT Registration Form, as one of the colleges or scholarship programs to which your scores are to be released? (College Scholarship Applicants **ONLY**)
- 5. If you have already taken the SAT I or ACT, please have your high school official report your scores on the initial Kraft scholarship application.
- 6. If you have already registered for the November or December SAT I or ACT and did not **specify Code 9864** as a score recipient, did you file an Additional Report Request Form with the College Board Admissions Testing Program or ACT, Inc. and **specify Code 9864**? Remember: This must be done no later than December 1. (College Scholarship Applicants **ONLY**)
- 7. Did you sign and date the application, and if you are under 18, did your parent or guardian do likewise?
- 8. Did you indicate the date or expected date of your graduation?
- 9. Did your high school principal or guidance counselor sign the application and indicate your junior year rank-in-class? (College Scholarship Applicants **ONLY**)
- 10. College Scholarship Applicants **ONLY**. Did your school mail your application to Kraft Foods Scholarship Program, Scholarship and Recognition Programs, P.O. Box 6730, Princeton, NJ 08541? Remember: The application must be post-marked no later than November 30 of your senior year in high school.
- 11. Vocational/Technical Scholarship Applicants **ONLY**. Did you mail your application to Kraft Foods Scholarship Program, Scholarship and Recognition Programs, P.O. Box 6730, Princeton, NJ 08541? Remember: The application must be postmarked no later than November 30 of your senior year in high school.
- 12. Did you provide all post-high school and vocational/technical schools information requested? (Vocational/ Technical Scholarship Applicants **ONLY**)

Work Location and Function or Department Listing

When completing the “Kraft Foods Parent” section on the application form, list the city and state of your parent’s work location. For example, if your parent works at the “Springfield, MO.” production facility, write in “Springfield, MO.” for the location and “production” for the function or department.

KRAFT FOODS SCHOLARSHIP APPLICATION FORM (continued)

Secondary School Information for all Applicants

THIS SECTION TO BE COMPLETED BY PRINCIPAL, HEADMASTER, OR GUIDANCE COUNSELOR

Name of Secondary School _____ School Code

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Is the student NOW a senior in high school? Yes No Graduation Date _____

Exact Rank in Class

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 Class Size

--	--	--	--

 (most recent year completed)

SAT or ACT Score

--	--	--

 Verbal

--	--	--

 Math or

--	--

 Composite

A student cannot be considered without a ranking of some kind. If test scores are not yet available, the student is responsible for submitting his/her scores through the testing program company as specified above.

Name of Principal, Headmaster, or Guidance Counselor _____ Signature _____ Date _____
(Please Print and Circle Title)

IMPORTANT TO SECONDARY SCHOOL OFFICIAL: This form must be postmarked no later than November 30 of the student's senior year in high school and sent to Kraft Foods Scholarship Program, Scholarship and Recognition Programs, P.O. Box 6730, Princeton, NJ 08541.

Vocational/Technical Scholarship Applicants

Name of School _____ Address _____
City _____ State _____ Zip _____

Name of School President _____

What Program will you be enrolled in? _____ Expected Graduation Date _____

Have you applied? _____ Been accepted? _____

Length of Program? _____ What degree or certificate will you receive? _____

Will you study full or part-time? _____ If part-time, number of credit hours (minimum) _____

Applicant's Signature _____ Date _____

PLEASE DO NOT DETACH – The acknowledgment card will be returned to you by SRP

Acknowledgment Card
This form will be used to acknowledge receipt of your application. Be sure your address is legible and complete. Print your full name (first, middle initial and last) and complete mailing address where you may be reached. Include street and number, city, state and postal Zip Code. This should be the same name and address as shown on your application form.

Name

Address

City State Zip Code Country (if non U.S. Resident)