

**KY Chapter of IAAO/  
KY PVA Association**

**2004 Scholarship Guidelines**

1. Applicant must be a member of the KY Chapter of IAAO or the KY PVA Association.
2. All scholarship recipients are required to take the exam. Failure to take the exam will result in the forfeiture of the scholarship.

3. ATTENDANCE

Required classroom attendance for KY courses –	15 hrs
Required classroom attendance for IAAO courses -	30 hrs

Failure to attend the required number of hours will result in the forfeiture of the scholarship.

4. Those receiving a scholarship should be conservative. For instance, if more than one student from a county is attending the same course they should carpool.
5. Allowance for meals (includes the meal, taxes and tips) must follow that allowed by the State. These are located on the back of the travel voucher.

Allowance for mileage is .32 per mile.

6. A scholarship must be used in the same year it is awarded.
7. All scholarship cancellations require a letter stating that the recipient is giving up their unused scholarship.
8. Any cancellation within 30 days of the class date or failure to attend the class without notifying the Education & Research Branch will result in the PVA office being charged a \$50.00 fee. The PVA office will be responsible for paying this fee.