

### Guidelines for Scholarship Committees

To maintain the privacy of our students under the [FERPA Act](#), selection committees should be comprised of current employees of the University of South Florida who have completed FERPA training.

To ensure USF, our donors, and our students are protected, non-USF persons are not permitted to directly influence the selection process.

To comply with IRS regulations, outlined in [IRS Publication 526](#), donors are not permitted to select scholarship recipients. The University will make the final selection of recipients.

IRS regulations provide that the charitable status of a gift to the tax-exempt organization and also a scholarship received by the student are jeopardized by donor control or undue influence in the selection process. In addition, donors and/or fund advisers cannot "pre-select" individuals-meaning that contributions and scholarship grants cannot be earmarked to route aid to a particular person.

The USF Foundation values the connection that can be made between a donor and scholarship recipient(s) and will facilitate contact upon request of the donor or student while protecting student privacy rights and the charitable status of the gift/contribution.