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WAIT!

Before we start, before you do anything else! Please [email a picture of yourself to Kit \(Weil\) Wells](mailto:kit@weilfamilyfoundation.org) of the Weil Family Foundation at kit@weilfamilyfoundation.org. We use your photo to serve as a prompt for ourselves and will never share it with anyone without your express permission.

**NOW, WELCOME**

🎉 Congratulations! You did it! 🎉 You worked incredibly hard, you made sacrifices, you plowed through all the stress of preparing for college, making your college applications, applying for scholarships, and waiting for college responses. And you did it! You are on your way! You have made all the people who helped you on this journey so proud. Now it is our turn to join you on your college journey and we could not be more pleased.

Hey ...

sophomore
junior
senior

This HANDBOOK has good info for you too!**Answers to questions like:**

Do I have to reapply for my scholarship if I transfer from community college to a four-year university?
Where do you send my scholarship money? How do I know if it arrived?
Can I spend my scholarship on something other than tuition and housing?
What happens if I forget to send my scholar paperwork back each semester/quarter?
Who can I call if I'm afraid I'm not going to meet the GPA requirement for next semester/quarter?

And much more ...

WHO'S WHO

The Weil Family Foundation

Let's start with us, your scholarship provider. We are **The Patricia & Christopher Weil Family Foundation**, and our scholarship is called the **Weil Family Foundation Scholarship** (or WFF Scholarship). We pronounce our name non-traditionally as "Wheel", as in the tires you drive around on. (Also, one of the Weils married a "Wells", but please don't let that confuse you.)

Pat and Chris Weil are both graduates of UCLA and the first in their families to earn a college degree. They married in **1960** and started their family the next year. Matt, Kit, and Caitlin are their adult children, and after marrying and starting families of their own, Pat and Chris started the Foundation in **1999** and invited Matt, Kit, and Caitlin to join them on the board. And in **2004**, we launched our scholarship program.



The Weil family on a trip to Costa Rica in 2013

Weil Family Foundation (WFF)	
Pat Weil Chris Weil	Founders, Funders, and Board Members
Matt Weil Kit (Weil) Wells Caitlin Weil	Adult Children of Founders and Board Members
Kit and Caitlin	Scholarship Administrators

For contact info see "Who to Contact" below

Here's what the Weil Family Foundation does **for all scholars ... not just freshmen**:

- We **selected you** for this scholarship and we fund it.
- We offer to connect you with a **Scholar Alum Mentor**. (**Hey non-Freshmen scholars**, this applies to you too! We will send you a survey in the Fall to opt into our Scholar Alum Mentor program. (Availability depends on Scholar Alum participation in the program.)
- We try to **check-in by email** with **all scholars** a few times a year to say hello and see how you are.
- We **welcome opportunities to get-together** when you are in San Diego, or if we are in your area.
- We **offer advice, support, and friendship** when welcome 😊.
- Should you fall short of the scholarship requirements, we instruct you on how to appeal and we seriously **consider all appeal requests** regardless of the circumstances.
- We stay in close communication with our scholarship administrator, **San Diego Foundation**.

San Diego Foundation

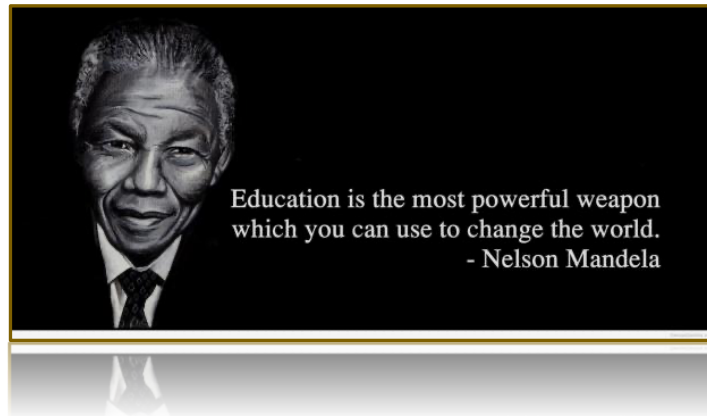
Administering scholarships is a lot of work and requires special expertise so we contract with San Diego Foundation (SDF) to process scholar paperwork, verify eligibility, disperse funds, answer scholars' technical questions, and make sure we comply with all IRS regulations. We work with following people at SDF:

San Diego Foundation (SDF)	
Danielle Valenciano	Director, Community Scholarships
Lily Alcantara	Administrator, Community Scholarships

For contact info see "Who to Contact" below

Below are some of **the services SDF provides for us (and for you)**:

- When you applied for this scholarship, you did it through their website.
- The paperwork sent to you each semester to renew your scholarship comes from them.
- They process your paperwork each semester. (Or if you are on the quarter system, more on that below.)
- They send your scholarship money directly to your college or university.
- They answer your technical questions ("Did you receive my paperwork?" "Was my check mailed?")
- They stay in close communication with us about our scholars.



IMPORTANT THINGS TO KNOW

Make sure you get your MONEY



- Both Kit Wells (WFF) and SDF **ALWAYS** need to have your current email address.
- **Return your PAPERWORK** well before the twice-yearly deadlines.
- When you return your paperwork, **take a moment to [SEND AN EMAIL to Kit Wells \(WFF\)](#)** 1) letting the Board know you've submitted your paperwork and 2) giving us a **NEWSY NOTE** about your prior semester/quarter. (The Newsy Note is one of your scholarship requirements.)
- Within roughly four weeks of returning your paperwork, **confirm your scholarship is posted** in your **COLLEGE'S STUDENT PORTAL**. If you don't see it, contact the financial aid office. If they don't see it, contact [Lily Alcantara \(SDF\)](#).
- Maintain **FULL-TIME** student status (12 units per semester or 9 units per quarter).
- Maintain a **GPA** of 2.0 as a freshman and sophomore, and 3.0 as a junior and a senior.
- If your GPA drops below the minimum, submit an **APPEAL** (see more about that below).
- If your school is on the **QUARTER SYSTEM**, **make sure your school's financial aid office applies your two scholarship checks (Fall and Spring) across the three quarters**. We highly recommend you call Lily Alcantara (619-814-1343) (SDF) to have her confirm that your school has done it properly.



Peer Mentor Requirement (Freshmen Only)



Research consistently proves that having a mentor **increases success**. This is particularly true for First Generation college students. As such, our scholarship program requires you have a **Peer Mentor** for your freshman year. (We recommend you keep them, add more to your life going forward, and eventually, become one yourself.)

- Don't confuse this with the *option* we will give you of being matched with an Alum Mentor.
- Your Peer Mentor needs to be an **upperclassman attending your college or university** (if you are attending a four-year school. If you are attending a two-year, your mentor can be one year ahead of you.)
- They should share a **similar background** to yours so they can relate to your **worldview**.
- They don't need to have mentor experience. They need to be willing to **spend time** with you, share what they've learned from being at school, and be willing to listen and provide advice or perspective.
- You will receive a **survey** early in the Fall asking if you would like to be matched with an Alum Mentor. We recommend you take the survey and give us the opportunity to find you a Scholar Alum mentor, but it is not required. (Our ability to match you with a Scholar Alum depends on alum participation.)
- Notify Kit Wells (WFF) by the **November 1st deadline** that you have identified a mentor. (If you're having trouble finding one, let Kit know.)
- Once you notify Kit Wells (WFF), she will send you a **gift card**: Target or Starbucks, your choice.
- We will send a Starbucks gift card to your mentor too (if you are comfortable sharing their email address with us; note: we will not use this information for anything else).
- **We recommend you meet at least monthly** with your Peer Mentor to talk about school and life.



Paperwork Requirement (All Scholars)

You must return the paperwork that is emailed to you **twice yearly** by SDF (in August and January) by the posted deadline to maintain your scholarship. (It's quick and easy paperwork.)

Newsy Note Requirement (All Scholars)



We have a twice-yearly Newsy Note requirement (aka: an email) because it helps us stay connected to you on your college journey. We love hearing from you and finding out how you're doing. So, when you return your twice-yearly scholarship paperwork to SDF, *please take a moment to [email Kit Wells \(WFF\)](#)* with an update for the Board on how your previous semester or quarter went and how you are doing.



GPA Requirement (All Scholars)

Your scholarship is sent to your college by SDF in two installments per year: the first in late August/early September, and the second in mid to late January. *To qualify for your next semester's scholarship installment*, you must meet the minimum GPA requirement: 2.0 for your freshman and sophomore years and 3.0 for junior and senior years. You may choose your previous semester GPA *or* your cumulative GPA, **whichever is higher**. If you fail to meet the minimum GPA, please [contact Lily Alcantara \(SDF\)](#) for the appeal procedures. We always seriously consider scholarship appeals, so definitely submit an appeal should you come up short.

YOUR TIMELINE

Timing	To Do	Description
July	Start checking your email for Fall scholarship paperwork from SDF	SDF emails your scholarship renewal paperwork for the Fall semester (or quarter) in July. Return your paperwork as soon as practical. Your scholarship money cannot be sent to your college or university until your paperwork has been received and processed by SDF.
Four weeks after returning your Fall paperwork	Check your student portal for your scholarship	Generally, SDF will send your scholarship funds to your college or university within four weeks or so of receiving your paperwork. If you don't see your scholarship, check with Lily Alcantara (SDF) to make sure it has been sent. If it has been sent, and you still do not see it, call your financial aid office. Once your scholarship is posted, make sure no part of it was used to change your earlier financial aid package. If it was, please contact your financial aid office to fix. If you don't get satisfaction, please contact Lily Alcantara (SDF) . (Our scholarship is to offset YOUR cost of attendance, not to offset the school's costs.)
By Nov. 1 st	Identify an On-campus Peer Mentor	In accordance with this scholarship's freshman requirement, you must find a peer mentor who is an upperclassman (or second-year student, if you attend community college), who attends your school, and has a background like yours. For more details see the Peer Mentor Requirement section above or contact Kit Wells (WFF) .

December	Start checking your email for Spring scholarship paperwork from SDF	As with your Fall paperwork, SDF emails your scholarship renewal paperwork for the Spring semester (or quarter) in December. Return your paperwork as soon as practical. Your scholarship money cannot be sent to your college or university until your paperwork has been received and processed by SDF.
Four weeks after returning your Spring paperwork	Check your student portal for your scholarship	As with your Fall paperwork, generally, SDF will send your scholarship funds to your college or university within four weeks or so of receiving your paperwork. If you don't see your scholarship, follow the same protocols as outlined above to track it down.
As needed	Keep us up to date	<p>If your email address changes, contact Kit Wells.</p> <p>If you take a leave of absence, contact Kit.</p> <p>If your grades drop and you're worried about qualifying for renewal, contact Kit.</p> <p>If you transfer schools, contact Kit.</p> <p>If you decide to drop out of school, contact Kit (because you might decide to go back, and with a heads-up we can suspend and hold your scholarship).</p> <p>If you're not sure if you should contact Kit ... contact Kit.</p>

WHO TO CONTACT

Issue, for example	Names	Email	Phone
Has my check been mailed to my school?	Lily Alcantara (SDF)	scholarships@sdfoundation.org	(619) 814-1343
I'm having some great successes and I'd like to share that with (one or all of) my scholarship provider(s).	Pat Weil Chris Weil Matt Weil Kit (Weil) Wells Caitlin Weil	patricia@weilfamilyfoundation.org cweil@cweil.com matthew@weilfamilyfoundation.org kit@weilfamilyfoundation.org caitlin@weilfamilyfoundation.org	(858) 442-1211 (858) 442-1212 (949) 636-1009 (858) 837-2399 (503) 502-8582
I'm kind of stressed and I could use a good listener.	Pat Weil Chris Weil Matt Weil Kit (Weil) Wells Caitlin Weil	patricia@weilfamilyfoundation.org cweil@cweil.com matthew@weilfamilyfoundation.org kit@weilfamilyfoundation.org caitlin@weilfamilyfoundation.org	(858) 442-1211 (858) 442-1212 (949) 636-1009 (858) 837-2399 (503) 502-8582
How do I appeal to keep my scholarship?	Lily Alcantara (SDF)	scholarships@sdfoundation.org	(619) 814-1343

I'm not sure what I need.

Kit Wells (WFF)

kit@weilfamilyfoundation.org
(prefer to be contacted by email)

(858) 837-2399

SOCIAL MEDIA

Follow the Patricia & Christopher Weil Family Foundation (WFF) on **Facebook** at facebook.com/pcwff and on **Instagram** at [@weilfamilyfoundation](https://www.instagram.com/weilfamilyfoundation).

OUR DAY JOB

Except for Pat, everyone associated with the Weil Family Foundation also works for the family's for-profit business, **Christopher Weil & Company, Inc.** We are a Wealth Management and Financial Advisory firm. If you want to know more about our "day jobs" visit our [website](#) or follow our **Culture Page** on Instagram.

FREQUENTLY ASKED QUESTIONS

What if my school is on the quarter system? When does my college or university receive my scholarship checks?

If your school is on the quarter system, they will receive two scholarship checks a year, one around early September and one around late January. **SDF asks your school to apply these two checks across three quarters**, but sometimes the schools fail to do this. It's important for you to be aware that your scholarship goes to your school in two installments. Whether your school posts your scholarship properly or not, it is up to you to ensure that the money posts in three installments (even though your school will only receive two). We highly recommend you call Lily Alcantara (SDF) and share your financial aid posting with her so she can confirm your school has done this properly. We wish this was easier, but unfortunately this is the way the system is built.

What do I do if my tuition is due earlier than SDF sends the check to my school?

This can be nerve-wracking, but most schools will accept a phone confirmation from SDF that the check is on its way and waive their deadline. If you find yourself in this situation, [please contact Lily Alcantara](#) (SDF). Lily will contact your school and confirm that a check is coming.

Do I have to attend school straight through to keep my scholarship?

No, you do not necessarily need to attend college uninterrupted to receive the full four years (or two, if you're in community college) of your scholarship. If you find yourself needing or wanting to take a leave of absence, [please contact Kit Wells \(WFF\)](#) about suspending your scholarship until you are ready and able to return to school.

Can I use my scholarship money for other things?

It's rare, but occasionally scholars find themselves "over-awarded." This is to say that the combination of grants and scholarships exceeds the cost of tuition, room and board, and educational fees. If you find yourself in this unusual situation, you can request the financial aid office use that award to offset any loans that may be part of your financial aid package. In the absence of loans, you can request the school give the money to you directly. This money can only be used for educational expenses. In addition to tuition, room and board, and college fees, educational expenses include educational equipment, materials, supplies, and reasonable living expenses. Some schools require you to submit receipts to receive reimbursement. Some require you to sign a form attesting that you will only use the funds for educational expenses.

What do I do if my school uses my WFF Scholarship to offset grants or loans they provided me in my original financial aid package?

It doesn't happen often, but every once in a blue moon a college or university will take a portion of a scholarship and recalculate the financial aid they offered you, effectively offsetting their own costs, and not properly offsetting yours. When you confirm that your scholarship has been posted, please confirm that this has not happened. If by some chance it does happen, please speak to your financial aid office. If you need help talking to your financial aid office, [please call Lily Alcantara \(SDF\)](#).

What happens if I decide to go to community college for some portion of my college career?

If you started at a four-year university and decide to switch to community college for some period, you remain a WFF scholar, but your scholarship *may* be subject to reduction for the period of time you are attending community college.

What happens if I transfer from community college to a four-year university?

If you start at a two-year college and decide to transfer to a four-year university, you remain a WFF scholar, and your scholarship *may* be subject to an increase for the two remaining years of college.

What if I decide to study abroad?

We strongly encourage you to study abroad. It can be an unmatched life experience that vastly enriches your educational experience. If you are accepted into a study abroad program, [please contact Kit Wells \(WFF\)](#) because you may qualify for a one-time grant of \$1,000.

What if I go to graduate school, does the Weil Family Foundation offer any assistance?

We do. We provide \$1,000 a year for two years (so a total of \$2,000). No application is necessary. We only require proof of enrollment in a master's program in a qualified college or university. Other post-graduate programs may also qualify. [Send your grant request by email to Kit Wells \(WFF\)](#).

How do I find spaces that feel safe to me on my college or university campus?

As scholarship providers to First Gen students since 2004, all of whom are low-income and most of whom are Black, Indigenous and/or People of Color, we have learned a lot about the importance of spaces dedicated to Diversity, Inclusion, and Equity. Before you even step on campus for your freshman orientation, check out the Diversity, Inclusion, and Equity resources available at your school. When you get to campus, visit this space to further acquaint yourself with the resources and to meet the people who work and gather there. If you are not able to find Diversity, Inclusion, and Equity resources on your college campus, [reach out to Kit Wells \(WFF\)](#) and we will see if we can help.

THE WFF COHORTS

The Weil Family Scholarship is comprised of five cohorts, each one of which has five freshman scholars per year (generally). This means that when freshmen, sophomores, juniors, and seniors are all taken into consideration, in any given year the Weil Family Foundation has about 100 active scholars. We also have hundreds of scholar alums, with whom in many cases, we have ongoing friendships.



The Patricia & Christopher Weil Family Foundation
BLACK STUDENT SCHOLARSHIP
 serving San Diego County's rising Freshmen



1) The Preuss School UCSD (WFF scholarship program since 2004) –

“[The Preuss School UC San Diego](#) is a unique charter middle and high school for low-income students who strive to become the first in their families to graduate from college. Located on the UC San Diego campus, nearly 100% of graduates of The Preuss School go on to higher education.”

2) Gompers Preparatory Academy School UCSD (WFF scholarship program since 2012) –

“The mission of [Gompers Preparatory Academy, in partnership with UCSD](#) and our community, is to accelerate academic achievement for all students through a college preparatory culture and curriculum.”

3) Borrego Springs High School (WFF scholarship program since 2017) –

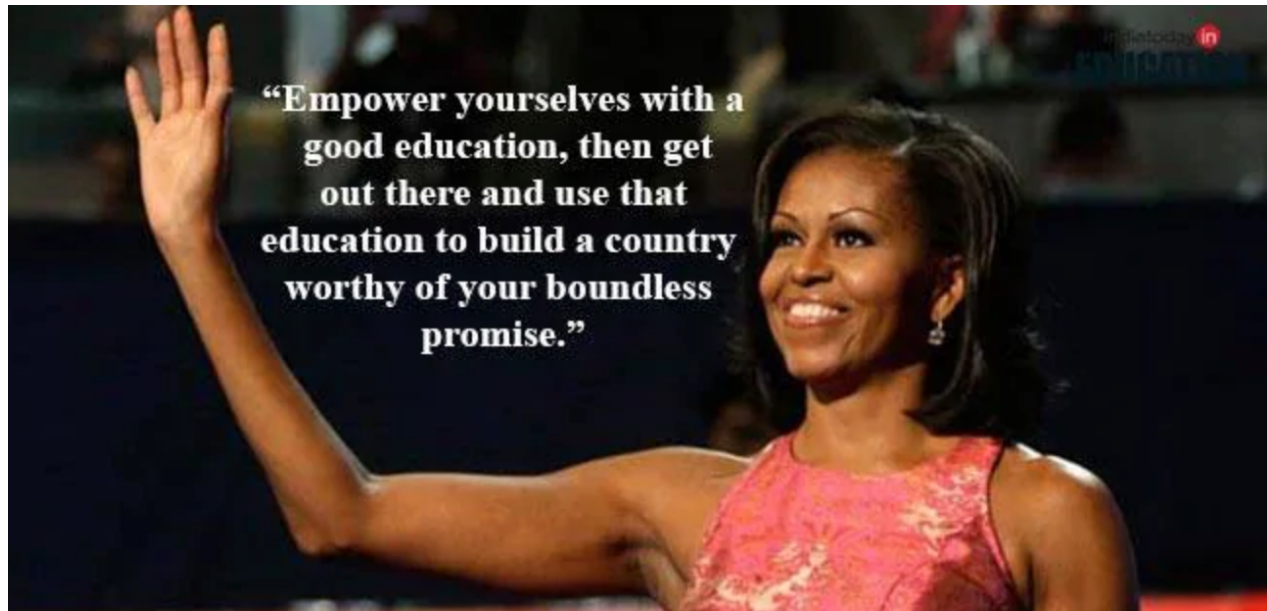
“We are [Borrego Springs Unified School District](#). As a small school and caring community, we work together to provide every single student a diverse and academically rich education. We aspire to produce graduates who have their own visions for the future.”

4) Students Without Limits (WFF scholarship program since 2018) –

“[Students Without Limits](#) is a 501c3 nonprofit organization in San Diego, California that provides legal, mental health and continuing education support to underserved minority and immigrant teens from low-income families who will be first-generation college.”

5) Black Student Scholarship (WFF scholarship program since 2021) –

2021 was the inaugural year for the WFF Black Student Scholarship. Any high school senior in San Diego County who meets the GPA requirement and identifies as Black or African American may apply. The WFF Black Student Scholarship is intended to answer a call from the Black community. We recognize that the dismantling of systemic racism is not happening, or not happening fast enough, and we all must examine and act where we can do better.



IF YOU REMEMBER NOTHING ELSE ABOUT THIS SCHOLARSHIP, PLEASE KEEP THESE TWO THINGS IN THE FRONT OF YOUR MIND:

1) RETURN YOUR SCHOLARSHIP PAPERWORK EVERY AUGUST AND EVERY JANUARY. (IT WILL BE EMAILED TO YOU BY THE SAN DIEGO FOUNDATION.)

WITHOUT IT, YOUR SCHOLARSHIP CHECK CANNOT BE SENT TO YOUR SCHOOL FOR THAT SEMESTER (OR QUARTER).

2) MAKE SURE THAT [KIT WELLS \(WFF\)](#) **AND** [LILY ALCANTARA \(SDF\)](#) ALWAYS HAVE YOUR CURRENT EMAIL ADDRESS.
(KIT@WEILFAMILYFOUNDATION.ORG)
(SCHOLARSHIPS@SDFFOUNDATION.ORG)

DON'T LOSE YOUR SCHOLARSHIP OVER UNRETURNED PAPERWORK OR AN OLD EMAIL ADDRESS!