

**Beaver County Foundation**  
Scholarship Guidelines and Application Form

Beaver County Foundation  
PO Box 569  
Beaver, PA 15009

## Introduction:

The Beaver County Foundation is a community foundation and is authorized to function as such by the Internal Revenue Service and the Commonwealth of Pennsylvania.

## Guidelines:

The Beaver County Foundation administers many different funds for the benefit of the residents of Beaver County pursuing education in a post secondary setting. Each scholarship fund has its own selection criteria to evaluate and determine scholarship awards.

The Beaver County Foundation uses the same application for all scholarships, except the John Knobloch Scholarship, for which it makes the selection. Scholarship selection committees may choose to use our application form. Some scholarships use their own application form or may require additional information. Please refer to the Beaver County Foundation's current list of scholarship funds for specific selection criteria and additional necessary attachments. Scholarships are awarded to the student, but payment is made to the educational institution.

Applications may be submitted by students about to complete their senior year of high school, and in some cases by students already enrolled in a college or university.

## **Student Criteria and Information:**

1. The student must have applied to one or more post secondary institutions or have been accepted by same or must be currently enrolled in a college or university at the time of application.
2. The student must submit the following as part of the completed application package:
  - a. A complete application form.
  - b. One sealed recommendation
  - c. A copy of an official authorized high school transcript. A CED certificate may be substituted in some situations.
  - d. SAT or ACT test scores
  - e. Copies of letter(s) from colleges, universities or other post secondary schools acknowledging receipt of an application.
  - f. Specific essays (250) words giving life experiences and career goals.
3. The Beaver County Foundation has the right to request any additional materials from the student applicant.
4. For those scholarships that are renewable, a renewal application must be submitted each year.
5. Scholarships are for full-time students, studying on a full-time basis, unless otherwise noted.

## **Timeline:**

1. Completed application packages must be delivered to the Beaver County Foundation (or postmarked) no later than May 1, 2015
2. Applicants will be advised of the status of their request not later than June 1, 2015.
3. Certificates and an award letter will be given each award recipient.
4. Scholarships are awarded to the student but paid to the student's educational institution.

## **Application Check List:**

- ✓ The completed application form
- ✓ One sealed recommendation
- ✓ Official school transcript
- ✓ Proof of enrollment or acceptance
- ✓ IRS 1040
- ✓ Special essays or scholarship fund requirements.

Before completing this application, read the instructions. Complete all items below. If you are unable to provide the information requested, state the reason in the space provided or attach a letter of explanation. The applicant assumes responsibility for ensuring that all requested information is sent as a complete packet and is received by 5:00 PM or postmarked by May 1, 2015. All application materials must be sent together as a single packet and the application must be either computer prepared or *neatly* hand printed. The Foundation assumes no responsibility for procuring the necessary information. The completed application should be sent to: Beaver County Foundation, PO Box 569, Beaver, PA 15009. Our telephone is 724 728 1331. E-mail: [tladerer@gmail.com](mailto:tladerer@gmail.com) or [cnodata@aol.com](mailto:cnodata@aol.com)

## Application Form

For academic year 2015-2016- Application Deadline: May 1, 2015  
Please send the original and two (2) copies.

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Note: Only apply for the scholarships for which you are qualified. Submit a separate supplication for each scholarship. See the attached list of scholarship available and the application form materials they require if different from this general application.

Scholarship for Which You Are Applying: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle

Permanent Address: \_\_\_\_\_  
Street or PO Box City State Zip/Code

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Social Security Number \_\_\_/\_\_\_/\_\_\_ Date of Birth \_\_\_/\_\_\_/\_\_\_ Sex: \_\_\_Male \_\_\_Female

Name of the school in which you plan to enroll or are currently enrolled:

Name of School	City/State	Dates Attending	GPA (if currently enrolled)	Cum GPA
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Do you plan to live: On Campus \_\_\_ Off Campus (not home)\_\_\_ Commute from home\_\_\_ Unknown\_\_\_

Have you been accepted? \_\_\_Yes \_\_\_No Anticipated major or area of study \_\_\_\_\_

Name of high school currently attending \_\_\_\_\_ GPA \_\_\_\_\_

Name of high school guidance counselor: \_\_\_\_\_ High School Phone Number \_\_\_\_\_

If diploma via GED, indicate City/State and date obtained: \_\_\_\_\_

SAT Score Math \_\_\_\_\_ Critical Reading \_\_\_\_\_ Writing \_\_\_\_\_

ACT Scores English \_\_\_\_\_ Math \_\_\_\_\_ Reading \_\_\_\_\_ Science Reasoning \_\_\_\_\_ Composite \_\_\_\_\_

I have read the “Application Guidelines” and understand both the submission procedures and deadline requirements:

Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

# Activities Form

Use only the space provided below. Please list all extracurricular, community and personal activities in which you have participated during the past three years as well as activities you are planning for the current year. Include clubs, forensics, sports, student government, fine arts, volunteer work, youth programs, music scouting, etc. Please do not send a resume.

Extracurricular Activities High School College	Participation by Year				Positions Held
	FR	SO	JR	SR	
Community and Volunteer Activities High School College	Participation Year				Positions Held
	FR	SO	JR	SR	
Work Experience High School College	Dates of Employment				Position/.Job Description
Awards and Honors High School College	Year				Comments (Describe the Honor-Why Given)

# Financial Form

You are a "dependent" student if you are under 24 years of age and do not meet any of the following criteria: (1) a ward of the court; (2) married and living away from your parents; (3) have been claimed by your parents for tax purposes for two consecutive years and have earned at least \$4,000 in each of those two years; (4) served in the military.

If you are a **dependent student**, please have your parents complete this form using information from their 2014 Federal Income Tax Return. If your parents have not filed taxes by the time they are completing this from they must use estimated numbers for 2014 and include a copy of the 2013 IRS Form 1040. If you are an **independent student**, information about you and your spouse, if applicable, must be included. You do not need to include information about your parents. Figures should be taken from your 2014 Federal Income Tax Return. If you have not filed taxes by the time you complete this form, you must use estimated numbers for 2014 and include a copy of your 2013 IRS Form 1040.

\_\_\_ I am using the numbers from my 2014 Tax Return    \_\_\_ I am using estimated numbers from my 2014 tax return. I am sending copy of my 2013 return.  
 \_\_\_ I am using number from my 2013 tax return        \_\_\_ I am a dependent (complete both columns)

1. Annual Gross Income \$ \_\_\_\_\_
2. Annual Income earned by
 

Father \$ _____	Student \$ _____
Mother \$ _____	Spouse \$ _____
PARENT(S)	STUDENT
3. Untaxed income/benefits (AFDC,ADC,SSI)  
List source of benefit \$ \_\_\_\_\_ \$ \_\_\_\_\_
4. Cash, Savings Stocks, Bonds, CD's etc. \$ \_\_\_\_\_ \$ \_\_\_\_\_
5. Net value of real estate holdings not used as a primary residence (market value less mortgage balance) \$ \_\_\_\_\_ \$ \_\_\_\_\_
6. List other sources of financial aid and amounts (including scholarships, loans) which you have been awarded: \_\_\_\_\_  
\_\_\_\_\_

7. Total number in the household \_\_\_ Total number of family attending college during 2015-2016 school year.  
 Father's occupation \_\_\_\_\_ Applicant's occupation \_\_\_\_\_  
 Mother's occupation \_\_\_\_\_ Spouses occupation \_\_\_\_\_

Parent's Current marital status	Single	Married	Separated	Divorced	Widowed
Applicant's current marital status	Single	Married	Separated	Divorced	Widowed

Certification: I (we) certify that all of the information on this form is true and complete to the best of my (our) knowledge. If asked by any authorized official of the Beaver County Foundation, I (we) agree to give documentation for information given on this form. I (we) realize that failure to comply with a request for further information may prevent the applicant from receiving aid.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent or Spouse Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

# Grade Certification Form

**We must receive the current transcripts or the application will not be reviewed.**

This section is to be completed by an advisor/counselor. GPA information should be on a scale of 4.0. Only transcripts with the fall term (August 2014-January 2015) information will be accepted and must be included with the application. If transcripts are not available until January of 2015, the student must wait and send them and the application at the same time. This certification form is to be included in the complete scholarship application packet.

Student's Name: \_\_\_\_\_

School Name: \_\_\_\_\_

At the close of the most recent term (January 2015), the applicant ranked \_\_\_\_\_ in a class of \_\_\_\_\_.

At the close of the most recent term (January 2015), the applicant's cumulative GPA was \_\_\_\_\_ on a scale of 4.0.

**SAT Scores:**

**Critical Reading** \_\_\_\_\_

**Math** \_\_\_\_\_

**Writing** \_\_\_\_\_

**ACT Scores:**

**English** \_\_\_\_\_

**Math** \_\_\_\_\_

**Reading** \_\_\_\_\_

**Science Reasoning** \_\_\_\_\_

**Composite** \_\_\_\_\_

**Person Completing this form** \_\_\_\_\_ **Title** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**A TRANSCRIPT INCLUDING FALL TERM 2014 GRADES MUST ACCOMPANY THIS APPLICATION  
DO NOT SEND THIS FORM SEPARATELY!**

# Letter of Recommendation

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When selecting someone to complete your recommendation, select an individual who will be thorough in the review of your character. Select someone who knows you and your family well and will be able to give a candid and unbiased evaluation. Your recommendation must be completed by someone other than your parents, immediate family or school counselors. In the past, recommendations have been written by clergy, coaches, employers, supervisors, neighbors, teachers, or a family friend.

The letter of recommendation must be returned to us signed and in a sealed envelope along with your application. Any recommendation received with a broken seal will be rejected. A representative from the Foundation may contact the applicant should there be any questions regarding the application.

Criteria the evaluator may consider when writing your recommendation letter.

- Academic performance
- Personal character
- Leadership qualities
- Determination to succeed
- Community service
- Clear plan for attaining educational goals
- Overall comparison to classmates/peers

The evaluator should also provide a brief statement as to why he or she thinks you are most deserving of the scholarship.

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## Personal Essay

On a separate sheet of paper, please take the time to prepare a well developed, well written, grammatically correct essay. This is your opportunity for the Scholarship Committee to get to know you as an individual. While GPA, ACT/SAT scores, financial need, etc., are important selection criteria, a good essay often sets one student apart from others who are equally qualified. The essay is to be limited to 250 words or one page. You may want to write about an interest you have, a challenge you've met (or haven't been able to meet) or something that you are passionate about. The objective is to give you an opportunity to tell us about another dimension of you not previously revealed. There is no "correct" way to develop and prepare this essay. In writing about something that matters to you, you will convey a sense of yourself that will provide invaluable information and insight during the evaluation process.

The essay must be typewritten (either on a typewriter or personal computer) and included with the complete application packet. Spelling and grammar **DO** matter—if you cannot take time to submit a grammatically correct essay, what guarantee is there that you will take the time necessary to receive full advantage of your college or university education? If you are concerned that your writing skills are not what they should be, we suggest that you have a teacher or counselor proof-read your essay for grammatical and spelling accuracy.



## Beaver County Foundation Scholarship Evaluation

Name of Scholarship \_\_\_\_\_

Scoring

<b>GPA</b>	<b>Rank</b>	<b>SAT</b>	<b>ACT</b>	<b>Financial Need</b>
4.0 = 5	1-2 = 5	1,820+ 5	26-36 5	\$80 1
3.7 = 4	3-5 = 4	1,650 4	24-25 4	60 2
3.4 = 3	5-10 = 3	1,500 3	21-23 3	50 3
3.0 = 2	10 -20 = 2	1,350 2	19-20 2	40 4
2.8 = 1	20 + = 1	1,140 1	16 -19 1	30 5

Subjective Evaluation

Student #	GPA	Rank	SAT	ACT Composite	Financial. Need	School and Community Service 1-5 Points	Writing 1-5 Points	Total
# 1								
#2								
# 3								
# 4								
# 5								
# 6								
# 7								
# 8								
# 9								
# 10								
# 11								
# 12								

Signed \_\_\_\_\_

## **Explanation of Evaluations**

### **School and Community Service (Rating 1-5)**

We are searching for potential leaders in our communities. Evidence of such potential can be seen in school and community involvement.

**A score of 5** demonstrates leadership by having significant roles in the formation and growth of an organization. It includes being an officer such as the president of the school organization and may include involvement in many organizations such as band, student government, etc. It may also include long-term involvement with a community organization for one or more years. (Example: volunteering at a nursing home for more than one year).

**A score of 4** indicates some leadership role in a school activity and service in the community. (Example: volunteering at an organization for several months).

**A score of 3** indicates participation in school activities my not having a leadership role. It may include community service on a regular basis.

**A score of 2** indicates some participation in one or two school activities but with no leadership experience. It may include assisting with one of more one-time events in the community.

**A score of 1** demonstrates little or no school or community involvement.

### **Writing (Rating 1-5)**

More and more colleges and universities are requiring solid communication skills. The writing evaluation is critical to the student's ability to communicate with those around them.

**A score of 5** indicates the student demonstrates depth and clarity of thought, reasoned approach to the future, a command of the English language and the writing is grammatically correct.

**A score of 4** and below contains some of the above, but in the judgment of the evaluator does not possess the elements worthy of a score of 5. A score of 1 to 4 is based on the evaluator's opinion of the writing.