

**The Greater Greenbrier Valley
Community Foundation**

SCHOLARSHIP PROGRAM



THE GREATER
GREENBRIER VALLEY
COMMUNITY FOUNDATION

**General Information, Application,
Guidelines & Forms
2009-2010**

**For the
AA McLaughlin Memorial Scholarship
Janice Walker Pogue Scholarship**

The Greater Greenbrier Valley Community Foundation Scholarship Program

This packet should include the following:

General Information

Application Guidelines

Application Form

Activities Form

Financial Form

Grade Certification Form

Please be sure this packet is complete, as your application cannot be processed without all of this information. If you are missing any part of the forms listed below, please contact us immediately at 304-645-5620.

Contact Information:

**The Greater Greenbrier Valley
Community Foundation
Attn: Scholarship Program
P.O. Box 387
Lewisburg, WV 24901
(304) 645-5620
info@gvfoundation.org**

Scholarship Program

General Information

1) What is The Greater Greenbrier Valley Community Foundation's scholarship program?

Your Community Foundation is pleased to offer you a scholarship program. Individuals, firms or organizations desiring to assist West Virginia residents in obtaining a college education establish Scholarship Funds. Students apply to our program and, if eligible, may be awarded a scholarship from one of the scholarship funds.

2) Am I eligible to apply?

Each scholarship fund has specific eligibility criteria that was defined by the donor when the fund was established. Please read through the specific criteria of each fund to see if you are eligible. General criteria that applies to most funds are as follows:

- must be a resident of West Virginia
- must be a full time student (minimum of 12 hours)
- must demonstrate academic achievement (at least a 2.5 GPA), unless otherwise specified by the particular fund

3) What is the deadline to apply?

The original application and two copies must be received by 3:30 p.m., **Friday, March 31, 2010**. No application will be considered after this date. All application materials must be sent together as a single packet and the application must be computer prepared, typed or hand printed.

Please do not staple the application.

4) Is this application available on the Web site?

No.

5) When will I find out if I have been awarded a scholarship?

Applicants will be notified on awards day at your high school.

6) Are these scholarships taxable?

Monies received for tuition, fees and books may not incur tax liability while monies applied to room and board may be considered taxable income. This award is to be applied to direct college expenses at the institution, such as tuition, fees and books. The recipient is responsible for any tax liability incurred as a result of this award. The Greater Greenbrier Valley Community Foundation does not provide tax information to the student or the Internal Revenue Service. The student is fully responsible for all tax reports.

7) If I am awarded a scholarship, how much will I receive?

Most of the scholarship funds offer \$500 awards. Depending upon the fund, a scholarship may offer a larger award. Some scholarships may be renewable.

8) Where can I go to school with these scholarships?

The qualifying schools vary with the different scholarships. Please note this information under the description of the individual fund.

9) May I receive scholarships from more than one fund?

No. You may apply for two funds; if awarded a scholarship, you will only be selected as a recipient from one of the two.

10) If I withdraw from school, what do I do about the scholarship?

A student who withdraws from school for any reason will be expected to notify The Greater Greenbrier Valley Community Foundation of his or her status and refund to The Foundation any unused portion of the scholarship.

11) Does The Greater Greenbrier Valley Community Foundation make the decisions about who is awarded a scholarship?

Each scholarship fund has its own selection committee. The Greater Greenbrier Valley Community Foundation processes the application materials for the committee that makes the recommendations to the Board of Directors for approval.

12) If I am awarded a scholarship, do I receive the check?

Yes. The Greater Greenbrier Valley Community Foundation will mail the full amount of the award in August. The check is payable jointly to the recipient and the college, but is mailed directly to the recipient.

13) If I receive a scholarship for one year, will I automatically receive that award for the following year?

No. For Those awards that are renewable, a renewal application must be submitted each year. Some of the scholarships are a one-year award. The recipient of a one-year award may apply the following year for a different scholarship. Other scholarships are awarded for four years. The fund descriptions will designate the length of time for which the scholarship is awarded.

14) Do I need to send a copy of my parents' IRS Form?

Yes. Make sure to attach a copy of either your or your parents' most recent IRS Form 1040, 1040EZ, etc. and any other documentation supporting unique financial circumstances.

Application Guidelines

Academic Year 2009-2010

Application Deadline: March 31, 2010

Deadline: Applications must be received by 3:30 PM (March 31, 2010). Our office is located at 109 South Jefferson Street Lewisburg, WV 24901. Mezzanine Level of the downtown City National Bank in Lewisburg.

The following information should be included in order to be considered a **complete application packet:** **Please send the original and make 2 complete copies.** **Do not staple the application packet.**

- 1.) *Application Form - Original & 2 copies*
- 2.) *Activities Form - Original & 2 copies*
- 3.) *Financial Form - Original & 2 copies*
- 4.) *Grade Certification Form – Original & 2 copies*
- 5.) *Personal Essay- Original & 2 copies*
- 6.) *Transcripts – Original & 2 copies*

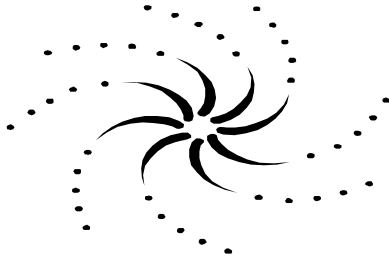
Personal Essay – On a separate sheet of paper, take time to prepare a developed, well-written, grammatically correct essay. This is your opportunity for the Scholarship Committee to know you individually. While GPA, ACT/SAT scores, financial need, etc. are important selection criteria; a good essay often sets one student apart from others. The essay is to be **limited to one-page** in length. You may want to write about an interest you have, a challenge you've met (or not) or something you are passionate about. The objective is to give you a chance to tell us about another dimension of you not previously revealed. There is no "correct" way to respond to this essay. In writing about something that matters to you, you will convey a sense of yourself. **The essay must be computer prepared or hand printed.**

Transcript – If you are a high school student, provide a transcript that includes grades (your GPA and Cumulative GPA) through January, 2010 (Fall semester). **Do not send your application unless you include your Fall 2010 semester transcripts.** **DO NOT SEND TRANSCRIPTS SEPARATELY!**

PLEASE SEND THE ORIGINAL APPLICATION AND MAKE 2 COPIES FOR A COMPLETE PACKET. ALL APPLICATION MATERIALS MUST BE SENT TOGETHER AS A SINGLE PACKET RECEIVED by 3:30 p.m. on March 31, 2010. FAXES WILL NOT BE ACCEPTED. NO EXCEPTIONS!

The Greater Greenbrier Valley County Community Foundation
P.O. Box 387
Lewisburg, WV 24901

SCHOLARSHIP APPLICATION FORM



Pages must be detached and sent along with your Official Transcripts, and Personal Essay in order to be considered a complete application packet. Please send the original application and make two complete copies. Do not staple the application packet.

Application Form

Academic Year 2009-2010 – Application Deadline: **Friday, March 31, 2010, 3:30 p.m.**

Please send the original and make 2 copies. Do not staple

Name of Scholarship _____

Name: _____
Last First Middle

Permanent Address:

Street or PO Box City State Zip Code

Are you a West Virginia resident? Yes No What county do you live in?

Social Security Number: ____/____/____ Date of Birth: ____/____/____ Sex: Male Female

Home Telephone Number: (____) _____-_____ Work Telephone Number: (____) _____-_____

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

Name of college or vocational school City/State Dates Attended GPA (If currently enrolled) Cum GPA

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: _____

What class will you enter in the fall of 2010? Freshman Sophomore Junior Senior Other
(specify)

Name of high school currently attending: _____ Cum GPA _____

Name of high school counselor: _____ High School Phone Number: (____) _____-_____

SAT Scores: Math _____ Verbal _____ Combined _____

ACT Scores: English _____ Math _____ Reading _____ Science Reasoning _____
Composite _____

Will you be applying for the “Promise Scholarship”? Yes No

I have read the “Application Guidelines” page and understand submission procedures and
deadline requirements.

Signature _____

Today’s Date ____/____/____

Activities Form

Using *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, debate, school sports, student government, fine arts, volunteer work, youth programs, athletic programs, music, scouting, etc. Please do not send a resume.

Extracurricular Activities <input type="checkbox"/> High School <input type="checkbox"/> College	Participation By Year				Position Held
	Fr	So	Jr	Sr	
Community and Volunteer Activities <input type="checkbox"/> High School <input type="checkbox"/> College	Participation By Year				Positions Held
Work Experience <input type="checkbox"/> High School <input type="checkbox"/> College	Dates of Employment				Position/Job Description
Award and Honor <input type="checkbox"/> High School <input type="checkbox"/> College	Year				Comments (Describe the Honor – Why Given)

*****Do not attach additional resumes, lists, etc.*****

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 not 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.

1. Annual adjusted gross income \$ _____

2. Annual income earned from work by
 Father \$ _____ Student \$ _____
 Mother \$ _____

	<u>Parent(s)</u>	<u>Student</u>
3. Untaxed income/benefits (AFDC, ADC, SSI, etc.) List source of benefit _____	\$ _____	\$ _____

4. List other sources of financial aid and amounts (including scholarships, loans, etc.) which you have been awarded:

5. Total number in household: _____

6. Total number of children attending college during the 2010-2011 academic year: _____.

Father's Occupation _____

Mother's Occupation _____

Applicant's Occupation _____

Parent's current marital status: single married separated divorced widowed

Certification: I (we) certify that all the information on this form is true and complete to the best of my (our) knowledge. If asked by any authorized official of The Greater Greenbrier Valley Community 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 any aid.

Applicant's signature _____ Date ____/____/____

Parent or guardian's signature _____ Date ____/____/____

*** On separate sheet, please note any extenuating circumstances for a significant change in income. ***

Grade Certification Form

This section is to be completed by an advisor/counselor. GPA information should be on a scale of 4.0 only. **Only transcripts with the fall semester (August 2009 – January 2010) information will be accepted and must be included with the application. If transcripts are not available until the end of January, 2010 the student must wait and send them at that 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 semester, the applicant ranked _____ in a class of _____

At the close of the most recent semester, the applicant's cumulative GPA was _____ on a scale of 4.0

SAT Scores:

Verbal: _____

Math: _____

Combined: _____

ACT Scores:

English: _____

Math: _____

Reading: _____

Science Reasoning: _____

Composite: _____

Person completing this form:

_____ Title: _____

(Please Print)

Signature: _____ Date: ____/____/____

**AN OFFICIAL TRANSCRIPT INCLUDING FALL SEMESTER
2009/10 GRADES MUST ACCOMPANY THIS APPLICATION.**

DO NOT SEND THIS INFORMATION SEPARATELY!

**Please submit the Personal Essay
on a separate sheet of paper, but include
with completed application packet**

Personal Essay

On a separate sheet of paper, please take time to prepare a developed, well-written, grammatically correct essay. This is your opportunity for the Scholarship Committee to know you individually. While GPA, ACT/SAT scores, financial need, etc. are important selection criteria; a good essay often sets one student apart from others. The essay is to be **limited to one-page** in length. You may want to write about an interest you have, a challenge you've met (or not) or something you are passionate about. The objective is to give you a chance to tell us about another dimension of you not previously revealed. There is no "correct" way to respond to this essay. In writing about something that matters to you, you will convey a sense of yourself. **The essay must be computer prepared or hand printed.**