

Chesapeake District Civitan Scholarship

November 7, 2018

Dear Applicant,

The Chesapeake District Civitan Scholarship program awards scholarships to students considering majoring in a variety of fields including, **but not limited to**, Special Education, medical related fields, Theology, Education, or Vocational Technical training. Scholarship awards range from \$1000 to \$1500 based on the application.

The Civitan Club of Martinsburg has been a sponsor of the Chesapeake District Civitan Scholarship program for 32 years and has had over \$86,000 in scholarships awarded to students of the Eastern Panhandle.

Official transcripts must be included with the application. If SAT and/or ACT scores are not included on the official transcript, then a copy of the score report must be included.

Please note that I must receive the completed application packet (original and 1 copy of application and supporting documentation) NO LATER than February 15, 2019. The Civitan Club of Martinsburg will then review all applications, provide endorsement, and submit to the District officials by the end of February 2019. Winners will be notified on or before May 15, 2019. **Please allow adequate time for mail delivery when submitting your application, no applications will be accepted after February 15, 2019.**

Michaelene Nelson
(304)279-0434
Civitan Club of Martinsburg
PO Box 1402
Martinsburg, WV 25402



CHESAPEAKE DISTRICT OF CIVITAN INTERNATIONAL
ANNUAL SCHOLARSHIP FUND



AN APPLICANT PLANNING TO ATTEND A MILITARY
ACADEMY IS NOT ELIGIBLE FOR THESE SCHOLARSHIPS

ORIGINAL AND ONE COPY OF THE APPLICATION AND ALL
SUPPORTING DATA MUST BE SUBMITTED

2019-2020

Section 1.

A. Personal Information. PLEASE PRINT.

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

EMAIL ADDRESS _____

DATE OF BIRTH _____ TELEPHONE # () - _____

HIGH SCHOOL _____ DATE OF GRADUATION _____

GRADE POINT AVERAGE _____ ON WHAT SCALE? _____

COLLEGE YOU PLAN TO ATTEND _____

COLLEGE ADDRESS _____

MAJOR FIELD OF STUDY (If Decided) _____

B. Financial Information.

1. Family Income: Please attach Financial Aid Form (FAFSA). In order to award this scholarship equitably, the applicant's need must be evaluated carefully. If you are independent of your parents, please give your own income. If married include the earnings of your spouse.
2. Please attach either a copy of your parents' or supporting parent's current 1040, or add a sheet to the FAFSA specifically listing other dependents in the family, giving their names and ages, and indicate whether or not they are attending college. Also write a paragraph explaining any other unusual economic burdens on the family.

C. Academic/Social Activities.

1. Please attach an **OFFICIAL** transcript complete through first semester of your senior year. If enrolled in post secondary education, also include an official transcript of your record to date, SAT and/or GRE scores and the date they were taken. * **If your school division does not include SAT/ACT Scores on the official transcripts, your SAT/ACT Score report must be attached.**
2. Please include the following information: (Add additional sheets as needed)
 - **Membership in Organizations:**

 - **Offices Held:**

 - **Scholastic Honors:**

 - **Community Activities:**

 - **Work Experiences:**

If you have been or are a Junior Civitan, enclose a separate listing of all your Junior Civitan activities and offices held and have your faculty advisor sign it. Be sure to list the name of the Junior Civitan Club to which you belong.

D. Autobiography: please submit a brief statement highlighting your personal ambitions and goals. Include a concise explanation of why you need financial assistance and why you believe you are deserving of this award.

E. Recommendations: Please attach two letters of endorsement from non-relatives who have known you two or more years.

F. Statement of Applicant:

If I am granted a Civitan Scholarship, it is my intention to complete the educational program outlined. I agree to inform Chesapeake District Civitan immediately if I do not continue to meet the standards set forth in the guidelines. I understand that the award may become a loan if I fail to meet the standards and/or maintain a satisfactory academic record.

Signature of Applicant _____

I authorize disclosure of my name and information as an applicant for, or the recipient of an award under this scholarship program.

Student's Signature _____ Date _____

Parent's Signature _____ Date _____

Section 2.

This section is to be completed by the local Civitan Club. The club will then forward the completed scholarship packet to the District Scholarship Committee Chairman at the address below. **No individual or school should send an application to the District.** Once again - all applications must be submitted to the sponsoring club in your area.

**David F. Shirk
1200 Spotswood Avenue
Norfolk, VA 23507-1238**

To the best of my knowledge, the applicant is worthy of consideration by the scholarship committee. I have examined the application with care, and I am satisfied that the statements made therein are in order.

The Civitan Club of _____ recommends serious consideration of this application for a Civitan scholarship grant to _____ (name of applicant).

*Signature of Sponsoring Club President: _____

Print Name: _____ Date _____

Address _____ Phone # (____) - (____) - (____)

*Signature must be the President of the sponsoring club.

Complete the bottom section only if this is a nominee of a Junior Civitan Club, which the Senior Civitan Club sponsors.

This is the official nomination of the _____ Junior Civitan Club that is sponsored by the _____ Senior Civitan Club.

Signed by _____, Junior Club President

Signed by _____, Junior Club Faculty Advisor



SCHOLARSHIP GUIDELINES

This page does not have to be submitted.

1. The submission of an application for a Chesapeake District Civitan Fellows Scholarship will be made through a senior Civitan club in the area in which the applicant resides. An endorsement of the candidacy is to be made by the Civitan club forwarding the application. This endorsement does not determine the award of funds to any one applicant. It signifies that the application has been screened to determine that the candidate is well qualified and has followed the guidelines including the submission of all necessary documents.
2. All applications must be neat and legible. They should be typed and the original PLUS 1 copy of the entire packet must be submitted.
3. An **official** transcript of the applicant's high school record must be submitted. Should the applicant be in college, an **official** current college transcript must be included. **Unofficial (copied) transcripts are not acceptable except as exhibits for the additional copy. If your school does not put SAT/ACT scores on your transcript, be sure that you attach a copy of the score report (s).**
4. A current financial aid form (FAFSA) must be submitted. You must attach a statement as to the number in your family, their relationship, age, and indicate any who are in college.
5. Two letters of recommendation from responsible persons who are not related to the applicant, and who have known the applicant for at least two to three years, must accompany the application.
6. The committee will evaluate the applicants by establishing guidelines with need being a priority. The decisions of the judges are final and are not subject to review.
 - Applicants will be judged on the basis of grade point average and complexity of the course load, participation in extra-curricular activities and work hours carried, family income and the number in the family, the recommendations submitted, and the overall presentation of the materials. Each of these categories is worth 20%. The committee looks at the total person and the potential for success.
7. Awards are made for one year. Candidates may re-apply yearly. Awards are not automatically renewable.
8. **All applications must be submitted to the local club for processing by February 15th and not to the Scholarship Chairman.** The **local club** must **submit all materials to the scholarship chairman prior to February 28th**. Winners will be notified on or before May 15th. Junior Civitan clubs may also send a candidate to the district by way of their local sponsoring senior club. The junior club's nominee and data must be to the sponsoring club no later than February 15th as well.
9. Applicants should retain a copy of all information submitted for their records. The committee does not return applications. If you want acknowledgment that your application has been received, please enclose a stamped, self-addressed post card for the chairman to use to notify you of receipt of you application.