

## **MOUNTAIN POST SPOUSES CLUB 2018-2019 SCHOLARSHIP FUND APPLICATION**

The Mountain Post Spouses Club (MPSC) Scholarship Committee facilitates and awards merit-based scholarships for eligible applicants of the Fort Carson, Colorado community.

### **SCHOLARSHIP CATEGORIES: (check one)**

- \_\_\_\_\_ **HIGH SCHOOL SENIOR**
- \_\_\_\_\_ **SPOUSE UNDERGRADUATE**
- \_\_\_\_\_ **DEPENDANT UNDERGRADUATE (CONTINUING)**
- \_\_\_\_\_ **ADVANCED DEGREE (SPOUSE OR DEPENDANT)**
- \_\_\_\_\_ **CERTIFICATIONS**

### **ELIGIBILITY:**

1. The applicant **MUST** apply for one of the categories listed below:
  - (a) **High School Senior:** The applicant **MUST** have at least one parent/sponsor assigned to a military installation in Colorado Springs, CO. If sponsor is a retiree, they must reside in the Fort Carson community during the school year.
  - (b) **Dependant Undergraduate** (Continuing): The applicant **MUST** have at least one parent/sponsor assigned to a military installation in Colorado Springs, CO. If sponsor is a retiree, they must reside in the Fort Carson community during the school year.
  - (c) **Spouse Undergraduate:** The applicant's(spouse) sponsor **MUST** be assigned to a military installation in Colorado Springs, CO. If sponsor is a retiree, they must currently reside in the Fort Carson community.
  - (d) **Advanced Degree** (Dependant or Spouse): Applicant **MUST** have at least one parent/sponsor assigned to a military installation in Colorado Springs, CO. If sponsor/parent is a retiree, they must reside in the Fort Carson community during the school year.
  - (e) **Certifications** (Dependant or Spouse) Applicant **MUST** have at least one parent/sponsor assigned to a military installation in Colorado Springs, CO. If the sponsor/parent is a retiree, they must reside in the Colorado Springs, CO community during the school year.

**\*\*\*NOTE: Any applicant who is a member of the Mountain Post Spouses Club or is a dependant of a member of the Mountain Post Spouses Club will receive bonus points on the Judging Rubric. To apply for membership please go to <http://www.mpsc.us/membership>**

**\*\*\*NOTE: For the purpose of these scholarship awards, the Fort Carson community is defined as a 40-mile radius of the installation.**

2. The applicant must be accepted or expect to be accepted by an accredited institution of higher education.
3. The applicant must agree to enroll as a full-time student as defined by the university/college during the following academic year OR can be a part-time student if the applicant is the spouse.
4. Scholarship applicants must have an overall GPA of 2.5 or higher on a 4.0 scale (unweighted GPA) verified by transcripts. \*Applicants pursuing a scholarship for a certification do not need to submit transcripts.\*
5. The completed application must be postmarked no later than the specified deadline and in accordance with the guidance provided on the application.
6. The applicant must sign the Acknowledgment of Conditions and be able to provide verification of dependant status to MPSC Scholarship Chair when requested.

### **SELECTION PROCESS:**

1. All applications will be acknowledged upon receipt via email.
2. Eligible applications will be given to the Scholarship Selection Panel for review. (As outlined in the MPSC Constitution and Bylaws).
3. The MPSC Scholarship Committee decides the number of scholarships and award amounts each year based on the amount of funds designated for distribution by the MPSC Executive Board.
4. The Scholarship Chair deletes all information referencing name, age, gender, race and other information that could be used to identify the applicant.
5. Incomplete or inaccurate packets will not be considered.
6. Scholarship money is NOT to be used for 'continuing education' classes. Money is not to be used for classes that do not advance a degree or certification.
7. Applicants will be notified of the results of their scholarship applications through email or mail by the end of April 2019.
8. If requested, the awardees will provide proof of their dependant status with a valid military ID card.
9. The award ceremony will be held in May 2019.

## **SCHOLARSHIP APPLICATION GUIDANCE:**

1. Summary of applicant education/experience/essay:
  - a. Type and double-space all responses.
  - b. Do not put your name on these sheets. Please include last four of your social security number on the upper right hand corner of **every** page submitted.
  - c. List contact information for references where applicable.
2. Essay: Not to exceed 300 words. Essays with more than 300 words will be recognized with 0 points in the selection committee reviewing process.
3. Follow the instructions in each section.
4. A copy of the official transcript(s) may be mailed from educational institution or be included with your application. Educational institutions may also send transcripts electronically to [scholarship@mpsc.us](mailto:scholarship@mpsc.us) (The application will not be considered if the transcripts are unofficial or missing)
5. Transcripts not required for applicants who are applying for money to be used for a certification.
6. **Any scholarships that are declined or unclaimed by 31 December 2019 shall remain in the MPSC Scholarship fund.**

THIS APPLICATION MUST BE POSTMARKED TO LATER THAN

**1 April 2019**

If you have any questions concerning the application process, please write:

**Mountain Post Spouses Club**

**Attn: Scholarship Chairman**

**P.O. Box 13236**

**Colorado Springs, CO 80902**

Or

Email:

[scholarship@mpsc.us](mailto:scholarship@mpsc.us)

## **APPLICANT INFORMATION**

Complete this page. Type or print all responses.

I am applying for the (select one of the following four choices):

\_\_\_ **HIGH SCHOOL SCHOLARSHIP**

\_\_\_ **CONTINUING UNDERGRADUATE DEPENDANT**

What degree are you pursuing? \_\_\_\_\_

\_\_\_ **CONTINUING UNDERGRADUATE SPOUSE**

What degree are you pursuing? \_\_\_\_\_

\_\_\_ **ADVANCED DEGREE (SPOUSE OR DEPENDANT)**

What degree are you pursuing? \_\_\_\_\_

\_\_\_ **CERTIFICATION**

What certification (or certificate) are you pursuing? \_\_\_\_\_

What is the cost? \_\_\_\_\_

**APPLICANT'S NAME (Last, First, Middle):** \_\_\_\_\_

**APPLICANT'S ADDRESS:** \_\_\_\_\_

**APPLICANT'S PHONE NUMBERS:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

**APPLICANT'S EMAIL:** \_\_\_\_\_

**SPONSOR'S NAME (Last, First, Middle):** \_\_\_\_\_

**SPONSOR'S HOME ADDRESS:** \_\_\_\_\_

**SPONSOR'S PHONE NUMBERS:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

**BRANCH OF SPONSOR: (PLEASE CIRCLE ONE)** ARMY NAVY AIR FORCE COAST GUARD

MARINES RETIREE

**LOCATION OF SPONSOR'S UNIT** \_\_\_\_\_

**WHO IS THE MEMBER OF MPSC:** \_\_\_ (Self) APPLICANT \_\_\_ PARENT /GUARDIAN \_\_\_ N/A

**Name of Mountain Post Spouses Club member, if not self:** \_\_\_\_\_

*\*\*\*NOTE: Any applicant who is a member of the Mountain Post Spouses Club or is a dependant of a member of the Mountain Post Spouses Club will receive bonus points on the Judging Rubric. To apply for membership please go to <http://www.mpsc.us/membership>*

**ALL APPLICANTS MUST READ AND SIGN THE FOLLOWING:**

**PRIVACY ACT STATEMENT**

The enclosed personal information will be maintained by the Mountain Post Spouses Club Scholarship Fund for administrative use and released only to the individuals needing to evaluate the application. The disclosure of the information by the applicant is voluntary, however, failure to disclose all or part of the requested information may hinder evaluation of the application.

I certify that the information in this application is true and correct to the best of my knowledge. I understand that I may be disqualified if I have included false information in the application. I agree to abide by the conditions of the MPSC Scholarship Fund and the decision of the Scholarship Selection Panel and in no way shall question their selection of the winners and alternates.

**ACKNOWLEDGEMENT of CONDITIONS of the MPSC SCHOLARSHIP**

1. These scholarships are for tuition-related expenses only. The MPSC Scholarship Committee, upon receipt of written proof of full time enrollment (or if spouse, part-time enrollment) will send all scholarship money directly to the financial office of the institution of higher learning, where it will be deposited into scholarship recipient's bursar account.
2. Scholarship money will be available for use beginning with Fall term 2019. Any funds not claimed by 31 December 2019 will be forfeited by the awardee and returned to the MPSC Scholarship Fund.
3. Awards declined will be returned to the scholarship fund and used at the discretion of the committee.
4. If the eligibility criteria, including scholarship application guidance are not met, the application will not be forwarded to the selection panel.
5. If requested, awardees will provide proof of their dependant status with a valid military ID card.

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**APPLICANT'S SIGNATURE**

**DATE**

## **SUMMARY OF APPLICANT EDUCATION/EXPERIENCE/ESSAY**

Type and double-space all responses, clearly restating each question in bold. (Education, Activities, Awards, Etc.) Include last four of your social security number on the upper right hand corner of **every** page submitted. **DO NOT PUT YOUR NAME ON THESE SHEETS.**

**1. IN CHRONOLOGICAL ORDER, BEGINNING WITH THE MOST RECENT, LIST ALL SCHOOLS YOU HAVE ATTENDED SINCE GRADE 9. (Not necessary for applicants who are pursuing certifications. Applicants who have been out of high school more than seven years, need not submit high school information.)**

Use the following format:

**School name – Location of school – Dates attended – Graduation date/Projected date (if applicable)**

If you have begun taking college credits, note after the “dates attended” the number of credits you have completed. If you have completed a GED, note that information under “school name”, including the date the degree was awarded.

**EXAMPLE:**

Scholarship High School – Scholarship, CO – 2005-2010 – Graduation Projected May 2019

Scholarship Community College – Scholarship, CO – August 2016-Present – 6 credit hours complete

**2. IN CHRONOLOGICAL ORDER, LIST ALL SCHOOL AND VOLUNTEER ACTIVITIES DURING THE LAST FOUR YEARS.**

(e.g., art, athletics, band, church activities, clubs, community activities, community service, debate, drama, school newspaper, scouting, student government, yearbook etc.)

Include the number of hours per month spent participating in these activities. List points of contacts for reference (where applicable name, phone number and email).

**EXAMPLE:**

Senior Class Steering Committee – Scholarship High School – May 2015-May 2017 – 4 hours/month

County Historical Museum (position-tour guide) – Scholarship, CO – May 2015-May 2017 – 8 hours/month

**3. IN CHRONOLOGICAL ORDER, LIST ALL LEADERSHIP POSITIONS HELD AND AWARDS/HONORS EARNED DURING THE LAST FOUR YEARS.**

**EXAMPLE:**

Treasurer, Senior Class Steering Committee – Scholarship High School – May 2015-May 2017

Captain, Varsity Football Team – Scholarship High School – August 2015-May 2017

Eagle Scout, Troop 123 – Scholarship, CO – May 2016

**4. IN CHRONOLOGICAL ORDER, LIST ALL EMPLOYMENT EXPERIENCES DURING THE LAST FOUR YEARS. INCLUDE ANY SELF-EMPLOYMENT OPPORTUNITIES.**

Include the dates each position was held, a SHORT description of the position, and the number of hours worked per week. List points of contact for references (where applicable name, phone number and email).

**EXAMPLE:**

Mackinac Drive in Restaurant: Scholarship, CO, Shift Leader, 15 hours/week

May 2015-present; Managed 5 employees in the provision of food service

My Own Lawn Service: Scholarship, CO, Manager, 40 hours/week(summertime)

May 2015-present; Managed 3 employees in the provision of lawn care



## **ESSAY**

**5. ANSWER THE ESSAY QUESTION BELOW ON A SEPARATE SHEET OF PAPER. ANSWER THE QUESTION IN 300 WORDS OR LESS.** (Please see Scholarship Application Guidance).

### **QUESTION**

**Taking into consideration where you are in your educational journey, what would receiving a scholarship mean to you?**

\*Note: Every word is counted toward the 300-word limit

## **LETTER(S) OF RECOMMENDATION**

The letter(s) of recommendation must be from an employer, faculty member, activity sponsor, church leader, civic leader, or neighbor with whom the applicant has been associated in the last four years. \*No more than THREE letters of recommendation will be accepted per applicant.\*

### **TO THE APPLICANT TO SHARE WITH AUTHOR OF LETTER(S):**

1. Please DO NOT use the applicant's name or any reference to their gender in the letter. The application will be reviewed anonymously and all links to name, age, gender, and race will be deleted before forwarding it to the selection committee.
2. Please address the letter to the Mountain Post Spouses Club Scholarship Selection Committee.
3. The selection committee recommends that you address the character, leadership, and potential of the applicant with *specific examples*.
4. Within the letter, please note your relationship to the applicant and include your (the author's) contact information.
5. Return the completed letter to the applicant. All letters must be submitted to the MPSC Scholarship Committee as part of the entire application packet in a single mailing.
6. Completed applications must be postmarked by the applicant on or before **1 April 2019**.

## **APPLICATION CHECKLIST: (this form will serve as your cover sheet)**

\*\*\*\*\*Complete this checklist by initialing each item to ensure that the application is complete and properly submitted. This form will be placed at the front of your application, and will serve as your cover sheet. Incomplete or improperly submitted applications will not be forwarded to the selection committee.

**Submit the required components in the following order:**

\_\_\_ **APPLICANT INFORMATION**

\_\_\_ **READ AND SIGN THE PRIVACY ACT STATEMENT AND ACKNOWLEDGEMENT OF CONDITIONS OF THE MPSC SCHOLARSHIP**

\_\_\_ **THE SUMMARY OF APPLICANT EDUCATION / EXPERIENCE**

\_\_\_ **ESSAY**

\_\_\_ **LETTER OF RECOMMENDATION**

\_\_\_ **HIGH SCHOOL APPLICANTS ONLY:**

\_\_\_ **Official Transcript(s)**

\*All transcripts must have the issuing school's seal imprinted on the document.

\*Photocopies of any transcript with the issuing school's seal are not acceptable.

\*Transcripts printed on copy-proof paper with other security marks embedded in it will be accepted as official transcripts.

\_\_\_ **CONTINUING UNDERGRADUATE DEPENDANT / SPOUSE APPLICANTS, AND ADVANCED DEGREE SCHOLARSHIP APPLICANTS:**

\_\_\_ **Official Transcript(s)**

\*Provide an OFFICIAL copy of transcript(s) from ALL colleges listed in your application. If the applicant has completed less than 24 semester hours by **1 JAN 2019**, an official high school transcript is also required, unless applicant has been out of high school seven years or more.

\*All transcripts must have the issuing school's seal imprinted on the document.

\*Photocopies of any transcript with the issuing school's seal are not acceptable.

\*Transcripts printed on copy-proof paper with other security marks embedded in it will be accepted as official transcripts.

\*Transcripts mailed or emailed directly to [scholarship@mpsc.us](mailto:scholarship@mpsc.us) are acceptable.

\_\_\_ **PLACE ALL OF THE ABOVE IN A SINGLE ENVELOPE ADDRESSED TO:**

Mountain Post Spouses Club  
Attn: Scholarship Chairman  
P.O. Box 13236  
Colorado Springs, CO 80902

\_\_\_ **The completed application packet must be mailed to the MPSC Scholarship Chair at the address above and postmarked no later than 1 April 2019. **Late applications will not be accepted.****

***\*Please email the Scholarship Chair at [scholarship@mpsc.us](mailto:scholarship@mpsc.us) when the completed application has been submitted for tracking purposes. A notification will be sent to the applicant once the packet is received.***