



**Petoskey-Harbor Springs Area**  
**community foundation**

616 Petoskey Street, Suite 300  
Petoskey, MI 49770  
(231) 348-5820  
[www.phsacf.org](http://www.phsacf.org)  
[sward@phsacf.org](mailto:sward@phsacf.org)

## **Scholarship Application Guidelines**

### **2012**

The Petoskey-Harbor Springs Area Community Foundation is a collection of endowed charitable funds that benefit the people of Emmet County. Our mission is to improve the quality of life for all people in Emmet County by:

- Connecting donors with community needs
- Building a permanent source of charitable funds to serve our area
- Addressing a broad range of community issues through innovative grantmaking, and
- Championing philanthropy and active citizenship.

Thanks to the generosity of community members dedicated to the scholastic development of area students, these scholarship funds have been established to help local students continue their education, expand their talents, and achieve their goals.

In addition to identifying the scholarships you are eligible for, it is important to:

- **Submit one complete application, including:**
  - Cover Page, signed
  - Application Pages (1-3)
  - Essay(s) (page 3) – an essay for each fund to which you are applying is encouraged
  - Letter of Recommendation Form
  - Letter of Recommendation
  - Official Transcript, including ACT scores
  - Financial Information Form (you must submit this form to your college(s) and the Financial Aid Department(s) will send the completed form directly to us)
- **Note the deadline for the application.** Most scholarships are due March 27, 2012, though there are scholarships with different requirements. Read individual scholarship information for details. Applications due to the Community Foundation should be in the Foundation office by 5 pm the day of the deadline.

If you have questions regarding the scholarship application process, check out the “Frequently Asked Questions” page of this application, call Sara at the Community Foundation (348-5820), or talk to your school’s guidance counselor.



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### Scholarship Index by School

Use the index below to find which scholarships are available to you. Next, go to the detailed descriptions of each scholarship to learn more about the application information, eligibility criteria, and selection criteria.

	Alanson High School	Concord Academy	Harbor Light Christian	Harbor Springs High School	Pellston High School	Petoskey High School	Home School	Other
Alberto Moreno Memorial Scholarship	x	x	x	x	x	x	x	
Amy Elizabeth Kelbel Scholarship						x	x	
Anna Funk Memorial Scholarship				x				
Baiardi Family Foundation Scholarships	x	x	x	x	x	x		
Business and Professional Women's Scholarship	x	x	x	x	x	x		
First Tee Scholarship	x	x	x	x	x	x	x	x
James and Carolyn Cloutier Scholarship				x				
Janet and Richard Gorman Scholarship						x		
Jennifer A. Kullik Memorial Scholarship						x		
LTAHB Building Industry Career Scholarship	x	x	x	x	x	x	x	x
Marshall-Smith Scholarships					x		x	
Mary McClutchey Amacher Scholarship					x			
Michael Gale Phillips Memorial Scholarship				x				
Olofsson Family Scholarship	x	x	x	x	x	x	x	
Scott Batchelor Scholarship						x		
Stafford and Janice Smith Scholarship						x		
<b>*Charlevoix County Community Fdn. offers:</b>								
*Kristen Cleary Memorial Scholarship	x	x	x	x	x	x		x
*First Sergeant John D. Juracko Scholarship	x	x	x	x	x	x	x	x
*Marine Corps League – NM Detachment Schlp.	x	x	x	x	x	x		x



### **Alberto Moreno Memorial Scholarship**

The Alberto Moreno Memorial Scholarship Fund was established in 2002 to honor the memory of the donor's grandfather and support others who share Alberto's devotion to learning. Alberto Moreno became a naturalized citizen in the early 1900s. He had few resources to provide for his large family, in part because he had been unable to acquire a formal education. Nonetheless, he fostered in his children a respect and a hunger for learning and an appreciation for what education can provide for those who work hard and honestly. Sacrifices were many, often food and clothing were scarce, yet each child was instilled with these values. The entire family worked hard to create opportunities for the pursuit of education and to support each other as they obtained the education each wanted. Though other luxuries were forfeited, each child grew into an accomplished adult armed with a master's degree and a commitment to contribute to their family, their society and their country.

#### **Eligibility Criteria**

Emmet County students planning to attend Wabash College in Crawfordsville, Indiana. This scholarship is open to home school students.

#### **Selection Criteria**

Selection is based on academic performance and participation in school and community activities.

#### **Application Information**

\$500 for one year. Award is non-renewable.

### **Amy Elizabeth Kelbel Scholarship**

This fund was established in 1999 by the members of the Stephen and Vivian Rose Kelbel family. The goals of the fund are to pay tribute to its namesake who was an outstanding student at Petoskey High School until injuries received in a tragic automobile accident curtailed her high school experience; to encourage participation in two of Amy's favorite activities, debate and forensics; and to assist graduates in fulfilling their own educational aspirations.

#### **Eligibility Criteria**

High school students graduating from the Petoskey school district who will continue education at a college, university, junior college or community college. This scholarship is open to home school students.

#### **Selection Criteria**

Selection based on academic performance and citizenship. Preference will be given to students who have participated in debate and/or forensics.

#### **Application Information**

\$500 for one year. Award is non-renewable.

### **Anna Funk Memorial Scholarship**

The Anna Funk Memorial Scholarship was established by her parents and sister, through donations from family and friends, to honor Anna's memory. Anna was a teacher her entire life. Her graduation from Alma College in 1994, with a degree in elementary education, only made this distinction official. The following is Anna's philosophy of teaching:

*I believe that all children can learn. No matter their background or level of intelligence, I believe that all children can succeed. It is my job as a teacher to be patient, put forth time and effort, and establish a creative, motivational, and stimulating learning environment that encourages this success.*

*I also believe that as a teacher, I must support the emotional development of a child, as well as the intellectual. I feel that a child must be helped to discover and develop his/her own uniqueness and learn to share it with others. He/she must be encouraged to do their best and to be the best person possible.*

Anna's teaching career was brief, as she died from brain cancer at the age of twenty three. Through the establishment of this scholarship fund, it is her family's hope that Anna's passion for teaching others will continue.

#### **Eligibility Criteria**

Student graduating from Harbor Springs High School who will continue his/her education at a four-year college/university, community college, technical or vocational college.

#### **Selection Criteria**

Selection based on achieving full academic potential; exhibiting a well balanced academic, social and spiritual lifestyle. Financial need will be taken into account and will be a deciding factor with applicants of equal qualities.

#### **Application Information**

\$1,000 for one year. Award is non-renewable.

### **Baiardi Family Foundation Scholarships**

The Baiardi Family Foundation Scholarship Fund was established in 2003 by the trustees of the Baiardi Family Foundation to aid academically excellent graduates of Harbor Springs and/or Petoskey area high schools in pursuing their education.

#### **Eligibility Criteria**

High school students graduating in the current year from a Harbor Springs or Petoskey area school who are continuing their education at a four-year college or university in the coming fall.

#### **Selection Criteria**

Selection will be based on academic excellence and financial need.

#### **Application Information**

Five awards for \$2,000 each for one year. Award is non-renewable and must be used in the academic year for which it is awarded. Recipients will be required to submit a thank you note to donors before the funds can be released.

In 2011, the Baiardi Family Foundation committed to providing additional scholarship opportunities to high school students from Alanson and Pellston Public Schools.

#### **Eligibility Criteria**

High school students graduating in the current year from Alanson Public Schools and/or Pellston High School who are continuing their education at a Community College in the coming fall.

#### **Selection Criteria**

Selection will be based on academic excellence and financial need.

#### **Application Information**

Two awards for \$1,500 each for one year. Award is non-renewable and must be used in the academic year for which it is awarded. Recipients will be required to submit a thank you note to donors before the funds can be released.

### **Business and Professional Women's Scholarship**

The Petoskey Area Business and Professional Women's (BPW) Fund was established in 2001 with the intent to encourage and support further education for local women.

#### **Eligibility Criteria**

Resident of Emmet County and high school graduate (within the last two years, with a minimum 3.0 grade point average) who will be attending North Central Michigan College.

#### **Selection Criteria**

Selection is based primarily on financial need

#### **Application Information**

\$500 for one year. Award is non-renewable.

### **First Tee Scholarship**

The mission of The First Tee of Boyne Highlands is to impact the lives of young people by providing educational programs that build character, instill life-enhancing values and promote healthy choices through the game of golf. This fund was established in 2011 to encourage participation in The First Tee Program and promote the values instilled by the Program.

#### **Eligibility Criteria**

High school student graduating from an Emmet, Charlevoix or Cheboygan high school or Emmet, Charlevoix or Cheboygan County homeschool student who is continuing his or her education at an accredited college, university, community college, trade/technical school or vocational institution. The applicant must have been an active member of The First Tee Program during high school.

#### **Selection Criteria**

Based on financial need, academic strength, and involvement in various community service opportunities. The level of participation in The First Tee Program will also be a factor.

#### **Application Information**

\$1,000 for one year. Renewable for one year based on selection criteria. At the end of the academic year, renewable applicants must submit grade transcripts from the previous year and proof of enrollment for the coming year as soon as possible.

### **James and Carolyn Cloutier Scholarship**

The James and Carolyn Cloutier Scholarship Fund was established in 2010 by James and Carolyn Cloutier to help deserving Harbor Springs students continue to reach their goals. They believe in the importance of giving back to their community and investing in the youth of the community. As dedicated and enthusiastic high school sports supporters, they know that much learning takes place through the teamwork of sports.

#### **Eligibility Criteria**

Graduating high school students from Harbor Springs High School continuing his or her education at an accredited college, university, community college, trade/technical school or vocational institution. Students must have participated in Harbor Springs High School sanctioned or club sports during high school.

#### **Selection Criteria**

Applicant should demonstrate a strong interest and participation in sports throughout their high school years (need not be all four years). Financial need and academic strength will also be considered.

#### **Application Information**

\$500 for one year. Award is non-renewable.

### **Janet and Richard Gorman Scholarship**

The Janet and Richard Gorman Scholarship Fund was established in 1995 by Richard, former Petoskey City Manager, and his wife, Janet, to help students from the Petoskey School District further their education.

#### **Eligibility Criteria**

Petoskey High School students who will attend a college, university, junior college or community college in the state of Michigan.

#### **Selection Criteria**

Selection based on scholastic ability and financial need. Preference will be given to students seeking a degree in engineering.

#### **Application Information**

\$1,000 for one year. Award is non-renewable.

### **Jennifer A. Kullik Memorial Scholarship**

Since 1993, the Kullik family and friends have been awarding a college scholarship to a graduating senior from Petoskey High School. In 2007, Northern Imaging Associates, P.C. established the Jennifer A. Kullik Memorial Scholarship Fund within the Community Foundation to create a permanent legacy to Jennifer. Jennifer was a person who exhibited a love of children and was very kind to the elderly, especially her Grandparents. She also had a great love of music and played several instruments, including piano, keyboard, flute and clarinet. Her interest in softball started as a Pigtail and progressed through Junior League, Junior Varsity and Varsity. Jennifer's exceptional relationship with her parents was the basis for her strong values and positive attitude. She was known as someone who was always prompt, dependable and responsible. Jenny was an excellent student, especially in science and math.

#### **Eligibility Criteria**

High school students graduating from Petoskey High School who will continue his/her education at an accredited college, university, or community college.

#### **Selection Criteria**

Selection is based on scholastic excellence (GPA of 3.0 or better) and personality, including promptness, dependability, responsibility, and positive attitude. Preference will be given to students who demonstrate strengths in math and science and who possess values similar to Jennifer's. Financial need will be taken into account; preference may be given to families who demonstrate need, but may not qualify for official need-based aid. A minimum two-page essay speaking to this selection criteria is required.

#### **Application Information**

\$1,000 for one year. Award is non-renewable.

### **Little Traverse Association of Home Builders' Building Industry Career Scholarship**

The Little Traverse Association of Home Builders Building Industry Career Scholarship Fund was established in 2002 to benefit residents of Emmet or Charlevoix counties interested in a career in the building trades industry.

#### **Eligibility Criteria**

Residents of Emmet County or Charlevoix County seeking certification or a degree at a college, university, or technical school for a career in the building industry. This scholarship is also open to adults seeking continuing education or a career change.

#### **Selection Criteria**

Selection is based on grades, record of work, attendance record, personal commitment and a single page essay answering "Why do you want to be part of the building industry?" Experience in the building trades is a plus.

#### **Application Information**

\$500 for one year. Award is non-renewable.

### **Marshall-Smith Scholarships**

The Marshall-Smith Scholarship Fund was established in 2008 by Pellston Public School graduates Patricia (Marshall) Smith (1973) and Daniel L. Smith (1970) to aid a selected Pellston Public High School graduating senior pursuing a science, technology, engineering or math degree at an accredited public four-year university or college.

#### **Eligibility Criteria**

High school students graduating from Pellston High School and continuing his/her education at an accredited public four-year college or university in the field of Science, Technology, Engineering or Math. This scholarship is open to home school students in the Pellston school district.

#### **Selection Criteria**

Selection based on academic excellence and financial need.

#### **Application Information**

Two \$2,500 awards for one-year. Awards are non-renewable.

### **Mary McClutchey Amacher Scholarship**

The Mary McClutchey Amacher Scholarship Fund was established in 1995 by Mary's family and friends to help other graduates of Pellston High School further their education.

#### **Eligibility Criteria**

High school graduates from the Pellston public school district.

#### **Selection Criteria**

Selection based on scholastic ability and financial need.

#### **Application Information**

\$500 for one year. Award is non-renewable.

### **Michael Gale Phillips Memorial Scholarship**

The Michael Gale Phillips Memorial Scholarship Fund was created in 2010 by family and friends to honor Michael Phillips, a Harbor Springs businessman.

#### **Eligibility Criteria**

Graduating student from Harbor Springs High School who will pursue an education at an accredited college, community college, trade/technical school or vocational institution in Michigan.

#### **Selection Criteria**

Selection is based primarily on financial need for a student who is succeeding at their full academic potential. Priority will be given to students pursuing a career in the automotive, building, and nursing fields.

#### **Application Information**

\$1,000 for one year. Award is non-renewable.

### **Olofsson Family Scholarship**

The Olofsson Family Scholarship Fund was established in 1999. This scholarship fund will assist graduating seniors from the Emmet County high schools to continue their education at a college, university, community college, technical or vocational school in the United States and encourage them to pursue their course of study in math, science, or business. The fund is meant to help those students with the scholastic ability, but not necessarily the financial ability, to reach their full potential.

#### **Eligibility Criteria**

High school seniors graduating from an Emmet County high school with a GPA of at least 3.0 who plans to attend a college, university, technical or vocational school in the United States at least half time. This scholarship is open to home school students.

#### **Selection Criteria**

Selection based on scholastic ability and financial need. Preference will be given to students who will be studying math, science, or business curriculums.

#### **Application Information**

\$2,000 for one year. Award is non-renewable.

### **Scott Batchelor Scholarship**

The Scott Batchelor Scholarship Fund was established by a group of Petoskey High School Alumni in 2010 to honor the long-time Petoskey High School varsity soccer coach and to commemorate his retirement from coaching. Batchelor, a math teacher, started the varsity boy's soccer team at Petoskey High School in 1983 and quickly turning the fledgling program into a consistent state title contender. Batchelor took over the varsity girl's team in 1994, one year after its inception, and promptly created the most respected program in Northern Michigan. Batchelor's combined coaching record was 609-240-83 and included numerous conference, district, and regional championships. Highlighting Batchelor's stellar coaching resume were two Michigan High School Athletic Association Championships with the boy's program in 1995 and 2008. All of these accomplishments pale in comparison to the ultimate gift Batchelor brought to the Petoskey High School Soccer Program: his ability to connect with his student-athletes, to develop future leaders, and to teach the life lessons unique to the game. For Coach Batchelor, the soccer field was truly an extension of the classroom. Batchelor was supported throughout his coaching career by his wife Laura, the long-time Executive Director of the Petoskey Youth Soccer Association, and his two children, Amanda and Adam, who both had the unique opportunity to play for their father.

#### **Eligibility Criteria**

Any Petoskey High School student who participated in the soccer program for four years and also participated in the Petoskey Youth Soccer Association for a minimum of four years.

#### **Selection Criteria**

Selection based on financial need and an essay titled "Life Lessons I Learned Through Soccer"

#### **Application Information**

\$500 for one year. Award is non-renewable.

### **Stafford and Janice Smith Scholarship**

Throughout the years, Stafford and Janice Smith have improved the hospitality industry, educated young people, preserved and shared history, developed communities, and so much more. To celebrate 50 years of Stafford's Hospitality and 50 years of marriage, friends and employees of Stafford's Hospitality established the Fund in 2011 to honor and preserve Stafford and Janice's legacy.

#### **Eligibility Criteria**

High school student graduating from Petoskey High School who is continuing his or her education at an accredited college, university, community college, trade/technical school or vocational institution to pursue a career in hospitality or education.

#### **Selection Criteria**

Based on financial need and academic performance of the student that meets their full potential. Preference will be given to applicants with work experience in hospitality or education. Applicant essay should address the Stafford's Hospitality Value Statement: "We believe in our values. We believe in treating every guest and employee as a member of our family. We believe in developing every member of our team to reach his or her fullest potential. We believe that Good Enough is not Good Enough. You will never hear, 'It's not my job'. You will always hear, 'How may I help you?'"

#### **Application Information**

\$500 for one year. Award is non-renewable.

The following scholarships are offered to students in Emmet County by the Charlevoix County Community Foundation. Please contact CCCF for scholarship application information at [www.c3f.org](http://www.c3f.org) or 231-536-2440.

### **Kristen Cleary Memorial Scholarship**

*Kristen was an extraordinary young woman whose talents included music composition, writing poetry and exploring different art forms. Her plans to pursue a career in art never came to fruition, due to a fatal tragedy. The Cleary family established an art and music scholarship in her memory. One \$500 art scholarship and one \$500 music scholarship are available.*

**Criteria:** Graduating Seniors from a Charlevoix or Emmet County high school pursuing a course of study in music and/or art, with a minimum GPA of 3.0, who has been accepted at a two or four year college. Along with the common application, the candidate must submit three original photos from their portfolio, or a recorded tape or CD of their vocal or instrumental performance to the selection committee. In addition, each student will be evaluated on their extra-curricular school activities, community service, and written personal statement. All application materials must be received at the Charlevoix County Community Foundation office, P.O. Box 718, 507 Water Street, East Jordan, Michigan 49727, 231/536-2440, by March 27, 2012.

### **First Sergeant John D. Juracko Scholarship**

*John Juracko was a retired 1<sup>st</sup> Sergeant in the U.S. Marine Corp. At the start of a life-long career, he enlisted in the U.S. Marines during the Depression. He served in China in the years leading up to WWII, then re-enlisted and spent the next 20 years serving in active duty in various locations around the world. This accomplished soldier called East Jordan home, and set up a scholarship fund as his legacy to help young people. One \$1,000 scholarship will be awarded to a graduating senior who will attend North Central Michigan College.*

**Criteria:** Academic achievement, extra-curricular school activities, volunteer activities in the community, special awards and recognitions, and a 100 word essay "What America Means to Me". Nominal additional points will be given to children of parents who have served in the U.S. Marine Corp. A special application form is available at the counseling office.

**Note:** The application for this scholarship is the same application used for the Marine Corps League, Northern Michigan Detachment Scholarship.

### **Marine Corps League- Northern Michigan Detachment Scholarship**

*This scholarship fund was established by the members of the Marine Corps League, Northern Michigan Detachment to provide financial assistance for students to attend college. One \$1,000 scholarship is available this year.*

**Criteria:** Graduating senior from a Charlevoix or Emmet County high school who plans to attend North Central Michigan College. Consideration will be given to academic achievement, extra-curricular school activities, volunteer activities in the community, special awards and recognitions, and a 100 word essay "What America Means to Me". Nominal additional points will be given to children of parents who have served in the U.S. Marine Corp. A special application form is available at the counseling office.

**Note:** The application for this scholarship is the same application used for the First Sergeant John D. Juracko Scholarship.



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## Scholarship Application 2012

I am applying for the following scholarship(s):

- Alberto Moreno Memorial Scholarship
- Amy Elizabeth Kelbel Scholarship
- Anna Funk Memorial Scholarship
- Baiardi Family Foundation Scholarships
- Business and Professional Women's Scholarship
- James and Carolyn Cloutier Scholarship
- First Tee Scholarship
- Janet and Richard Gorman Scholarship
- Jennifer A. Kullik Memorial Scholarship
- LTAHB Building Industry Career Scholarship
- Marshall-Smith Scholarships
- Mary McClutchey Amacher Scholarship
- Michael Gale Phillips Memorial Scholarship
- Olofsson Family Scholarship
- Scott Batchelor Scholarship
- Stafford and Janice Smith Scholarship

I have fulfilled all of the requirements for application and I am enclosing a copy of each item as requested.

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Applicant's Name (please print)

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Applicant's Signature

Date

To apply for scholarships offered to students in Emmet County by the Charlevoix County Community Foundation, please contact CCCF for scholarship application information at [www.c3f.org](http://www.c3f.org) or 231-536-2440.

**Applicant Information** (Please print legibly or type)

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

Permanent Address: \_\_\_\_\_  
Street Address City State Zip

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: XXX-XX-\_\_\_\_\_

High School: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

Emmet County Resident? Yes  No  Charlevoix County Resident: Yes  No

**Family Information** (Please provide the following information where applicable.)

Name of father/stepfather/guardian: \_\_\_\_\_

Address: \_\_\_\_\_  
Street Address City State Zip

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Name of mother/stepmother/guardian: \_\_\_\_\_

Address: \_\_\_\_\_  
Street Address City State Zip

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Ages of other children in your family \_\_\_\_\_ Number of family members currently in college \_\_\_\_\_

Will both of your parents be contributing to pay for your continuing education? Yes  No

Please report any family, personal, or financial circumstances that you feel warrant attention by the review committee.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**College/University Information**

Year in college for the coming academic year: \_\_\_\_\_

School you plan to attend/are attending: \_\_\_\_\_

Address: \_\_\_\_\_

Street Address

City

State

Zip

Full-time  Part-time If part-time, please list the number of credits: \_\_\_\_\_

Subject area or degree you plan to pursue/are pursuing: \_\_\_\_\_

Have you applied for financial assistance at the school you plan to attend? Yes  No

Have you applied for any other scholarships/grants? (e.g. local organizations) Yes  No

If yes, please list below:

SOURCE

AMOUNT

GRANTED

PENDING

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Estimated Expenses**

Tuition & Fees: \_\_\_\_\_

Books & Supplies: \_\_\_\_\_

Room & Board: \_\_\_\_\_

Transportation & Personal: \_\_\_\_\_

Other: \_\_\_\_\_

TOTAL: \_\_\_\_\_

**Resources**

From Employment: \_\_\_\_\_

From Personal Savings: \_\_\_\_\_

From Parents/Relatives: \_\_\_\_\_

Scholarships (known): \_\_\_\_\_

Other: \_\_\_\_\_

TOTAL: \_\_\_\_\_

**School and Community Activities**

Using the space below, list school, extracurricular, volunteer, and community activities in which you have participated during the past four years. Please list the activities in order of importance to you. Keep in mind the areas of interest/study that apply to the particular scholarship(s) for which you are applying.

<u>Activity</u>	<u># of years</u>	<u>Offices held/awards/ achievements</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Work Experience**

Using the space below, please list your paid work experience during the past four years, beginning with your most recent position. Please indicate whether your hours/week are year-round or seasonal.

<u>Employer</u>	<u>Position</u>	<u>Dates</u>	<u>Hours/Week</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Essay**

On a separate page, please make a statement of your educational plans as they relate to you and your career goals. Include some of the points you would like the review committee to remember about you when reviewing all the scholarship applications. *Remember that some scholarships ask you to respond to a particular topic. Also keep in mind areas of interest/study that apply to the particular scholarship(s) for which you are applying and that a unique essay for each fund to which you are applying is encouraged.*

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I hereby affirm that the information provided in this application is accurate and complete to the best of my knowledge.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date



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616 Petoskey Street, Suite 300  
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[sward@phsacf.org](mailto:sward@phsacf.org)

### Letter of Recommendation/Appraisal

This appraisal and the letter of recommendation should be completed by someone who knows you well, like an instructor, work supervisor, religious advisor, or community mentor. It should not be completed by a relative or classmate.

**To The Appraiser:** You may return this appraisal and your letter of recommendation in a sealed envelope to the applicant to submit with his/her application or you may mail it directly to the Community Foundation. The deadline for most applications is March 27, 2012. This appraisal and letter of recommendation will be very important to this applicant. We appreciate your thoughtful and timely attention.

Applicant's Name: \_\_\_\_\_

1. How long have you known the applicant? \_\_\_\_\_
2. How well do you know the applicant? Very Well  Fairly Well  Limited Contact
3. Please answer the following questions based on your knowledge of the applicant:
  - a. Do you think the applicant's school or career choice is realistic?  
Yes  No  Don't know
  - b. Has the applicant demonstrated positive school and community citizenship?  
Yes  No  Don't know
  - c. Do achievement or performance records reflect this applicant's ability?  
Yes  No  Don't know

If you answered "No" to any of the above questions, please explain:

\_\_\_\_\_  
\_\_\_\_\_

Are there any circumstances or factors which you feel warrant special attention (including financial)?

\_\_\_\_\_  
\_\_\_\_\_

In addition to the above questions, please submit a brief (one page, typed) letter of recommendation for this scholarship applicant.

Appraiser's Name (please print) \_\_\_\_\_ Relationship to Applicant \_\_\_\_\_

Appraiser's Signature \_\_\_\_\_ Date \_\_\_\_\_ Telephone \_\_\_\_\_



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**To the Scholarship Applicant:** Please fill out the top portion before sending this two page form to the Student Financial Aid Office of your selected college(s)/university(ies). If you have not yet been accepted but seriously plan to attend, send it in. **Please give them plenty of time to complete and return this form to us by March 27, 2012.**

I authorize \_\_\_\_\_ to release the information requested below to the Petoskey-Harbor Springs Area Community Foundation for consideration during the scholarship selection process.

college/university

Name of Student: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Social Security #: XXX / XX / \_\_\_\_\_ Phone: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Information below must be completed by the college/university Financial Aid Officer.

**To the Financial Aid Office:** The above named student is applying for a scholarship(s) from the Petoskey-Harbor Springs Area Community Foundation. Please mail or fax this completed form so that it arrives on or before **March 27, 2012** to:

**Petoskey-Harbor Springs Area Community Foundation**  
**616 Petoskey Street, Suite 300**  
**Petoskey, MI 49770**  
**Phone: (231) 348-5820**  
**Fax: (231) 348-5883**

College Cost/Budget for 2012-2013 \$ \_\_\_\_\_

Family Contribution (EFC from SAR) \$ \_\_\_\_\_

Calculated Need for 2012-2013 \$ \_\_\_\_\_

This student was evaluated as \_\_\_\_\_ a dependent \_\_\_\_\_ an independent student

The student's classification in the fall of 2012 will be \_\_\_\_\_

Student's Name \_\_\_\_\_ SSN: XXX / XX / \_\_\_\_\_

Information for the 2012-2013 academic year should reflect the aid package **offered** to the student.

**Package Coming Year 2012-2013**

**Gift Aid**

College Gift Aid

Grants \$ \_\_\_\_\_

Scholarships \$ \_\_\_\_\_

Federal Grants/Pell & SEOG \$ \_\_\_\_\_

Michigan Competitive Scholarship or Grant \$ \_\_\_\_\_

Michigan Merit Scholarship \$ \_\_\_\_\_

Other Scholarships, Grants or Gifts \$ \_\_\_\_\_

**Self-help Aid**

Federal Stafford Loan (*subsidized only*) \$ \_\_\_\_\_

Federal Perkins Loan \$ \_\_\_\_\_

Institutional Loan \$ \_\_\_\_\_

Federal Work-Study (FWS) \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

TOTAL FINANCIAL AID OFFERED (*2012-13 only*) \$ \_\_\_\_\_

UNMET NEED for 2012-13 (*Need minus aid*) \$ \_\_\_\_\_

This financial aid package information is based on:   
 estimated information, verification pending.   
 estimated information, no verification intended.   
 verified information.

Name of person completing this form: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

College/University: \_\_\_\_\_

Address: \_\_\_\_\_

Street

City

State

Zip

**Thank you for your assistance!**

## Frequently Asked Questions

### **What is the Petoskey-Harbor Springs Area Community Foundation Scholarship Program?**

Our scholarship program is made up of different scholarship funds established by generous community members dedicated to the scholastic development of our area's students.

### **Am I eligible to apply?**

Each scholarship fund has specific eligibility criteria that were defined by the donor when the fund was established. Refer to the table to see which scholarships are open to your school (or home schools), then go to the detailed descriptions of those scholarships and read the "eligibility criteria" section.

### **What is the deadline to apply?**

Please review the Scholarship Application Guidelines page and read the individual scholarship fund information carefully. For applications that are due back to the Community Foundation, they should be in the Foundation office by 5 pm of March 27, 2012.

### **If I am awarded a scholarship, do I get the check?**

No. Award checks are made payable to the school you will be attending. The check will be mailed to the school's financial aid office in July for deposit into your account.

### **What can my scholarship award be used for?**

Most scholarships can be used for tuition and fees, books, supplies and equipment required of all students for courses of instruction. You may wish to contact an accountant to discuss any income tax implications of the award.

### **Who makes the decisions about the scholarship awards?**

There is a Scholarship Advisory Committee made up of community volunteers that make the recommendations to the Community Foundation's Board of Trustees. Some of our scholarship funds may have their own separate selection committee made up of volunteers.

### **May I apply for more than one scholarship?**

Yes. You may apply for all of the scholarships for which you are eligible. We encourage you to submit one complete application with essays for each scholarship for which you are applying.

### **Do I really need to write separate essays for each scholarship for which I am applying?**

For several scholarships, an essay addressing a certain topic is required. In all cases, the essay is your chance to speak directly to the Scholarship Advisory Committee and to let them know why you should receive that scholarship to pursue your continued education.

### **Who should I ask to write a letter of recommendation for me?**

Choose someone who knows you well and who probably won't be writing letters for many other applicants. The appraisal/letter of recommendation can be turned in with your application or mailed directly to the Community Foundation office by the deadline.

### **Is it safe to give my social security number?**

Following the scholarship decision process, the Community Foundation shreds each application to ensure that your information is safe. Alternatively, you may list just your last four digits.

### **How do I know who to "thank" for my scholarship?**

Thank you notes are strongly encouraged! Send your note to the Community Foundation office and it will be forwarded to the proper person(s).