

BOONE COUNTY COMMUNITY FOUNDATION
SCHOLARSHIP PROGRAM

**GENERAL INFORMATION, APPLICATION
GUIDELINES AND FORMS**

2012 - 2013

Boone County Community Foundation Scholarship Program

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Academic Year 2012-2013

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You may contact us at:

**Boone County Community Foundation
Attn: Scholarship Program
P.O. Box 695
Madison, WV 25130
(304) 369-0511
bccf@shafferlaw.net**

OR

**Boone County Community Foundation
The Shaffer Building
330 State Street
Madison, WV**

Scholarship Program

Q&A

1) What is the Boone County Community Foundation's scholarship program?

Our scholarship program has three scholarship funds now. With time and growth we anticipate additional funds in the future. All funds are established by individuals, firms or organizations wanting to assist West Virginia residents in obtaining a college education. Students apply to the 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.

DORA JO BYRNSIDE SCHOLARSHIP:

- You must be a resident of West Virginia.
- You must be a full time student at Scott High School.
- You must demonstrate academic achievement (at least a 2.5 GPA).
- Income level is considered, but no specific income is a requirement for this scholarship.

BCCF ROTARY SCHOLARSHIP:

- * You must be a resident of West Virginia.
- You must be a full time student at Scott High School or Van High School.
- You must demonstrate academic achievement (at least a 2.5 GPA).
- Income level is considered, but no specific income is a requirement for this scholarship.

REGINA McCORMICK MEMORIAL SCHOLARSHIP:

- * You must be a resident of WV
- * You must be a full time student at Scott High School
- * You must be majoring in an education field of study at a WV college or university
- * You must demonstrate academic achievement
- * Financial need may be considered

3) What is the deadline to apply?

The original application and two copies must be received by 5:00 p.m., or postmarked by **April 20, 2012**. 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?

Yes, it may be downloaded as a printable form from the Foundation web site at www.boonecountyfoundation.org under the "Scholarships" tab. It is not available for online submission.

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

Applicants will be notified on awards day or graduation day at Scott High School in May and will receive an award letter from the Foundation office, as well.

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 Boone County 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?

Awards may vary depending on income to the funds. Most awards are \$500-\$1,000.

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

You may apply to more than one fund, but can receive only one award.

9) 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 Foundation of his or her status and refund to the Foundation any unused portion of the scholarship.

10) Does the Boone County Community Foundation make the decisions about who is awarded a scholarship?

The Boone County Community Foundation processes the application materials for the BCCF Scholarship Selection Committee, which makes the recommendations to the Board of Directors for approval.

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

Yes. The Foundation will mail the full amount of the award 4-6 weeks after receiving the signed acceptance form from you. It is applied to the entire academic year. The check is payable jointly to you and the college.

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

No. The current scholarship funds are non-renewable.

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

Yes. Please send only the summary.

Application Guidelines

Academic Year 2012-2013

Application Deadline: April 20, 2012

Deadline: Applications must be received by 5:00p.m. or postmarked Friday, April 20, 2012. Our office is located at 330 State Street, in the Shaffer & Shaffer building, Madison, WV . There will be **NO EXCEPTIONS!**

The following information should be included in order to be considered a **complete application packet**: Please send the collated complete original and make 2 collated complete copies. **Do not use staples—please clip each complete set.**

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

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 yourself 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) from August, 2011 through January, 2012 (Fall semester). **Do not send your application unless you include your Fall 2011 semester transcripts.** **DO NOT SEND TRANSCRIPTS SEPARATELY!**

PLEASE SEND THE ORIGINAL COMPLETE AND COLLATED APPLICATION AND MAKE 2 COLLATED COPIES FOR A COMPLETE PACKET. ALL APPLICATION MATERIALS MUST BE SENT TOGETHER AS A SINGLE PACKET RECEIVED IN THE FOUNDATION OFFICE OR POSTMARKED April 20, 2012. FAXES WILL NOT BE ACCEPTED. NO EXCEPTIONS!

The Boone County Community Foundation
P.O. Box 695
Madison, WV 25130

SCHOLARSHIP APPLICATION FORM

Pages 5-9 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 collated application and make two collated complete copies. Do not use staples—please paper clip each set.

Scholarship Application Form

Academic Year 2012-2013

Deadline April 20, 2012

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

I am applying for: *(Check all that you are applying for. Please refer to Q&A section for eligibility criteria for each scholarship.)*

- Dora Jo Byrnside Scholarship**
 BCCF Rotary Scholarship
 Regina S. McCormick Memorial Scholarship

Name: _____
Last First Middle

Permanent Address: _____
Street or PO Box City State Zip Code

Name of parent/guardian: _____

Parent/Guardian Address: _____

Parent/Guardian Phone: _____

Are you a West Virginia resident? Yes No In which county do you live? _____

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 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 2012? 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

If awarded, I agree to submit a photo for publicity purposes: 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 2011-2012 academic year: _____.

Father's Occupation _____

Mother's Occupation _____

Applicant's Occupation _____

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

If there have been significant changes in household income in the past year, please explain: _____

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 Boone County 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 ____/____/____

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 2011 – January 2012) information will be accepted and must be included with the application. If transcripts are not available until the end of January, 2012 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
2011 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 **about yourself**. 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 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, however, good sentence structure, interesting details, and a well-thought sequence of writing will make you look better. In writing about something that matters to you, you will convey a sense of yourself. **The essay must be computer prepared or hand printed.**