

Bridging People and Places
Hollie Vanderzee
Women in Transition Scholarship

Scholarship Application Checklist

Consider how your completed application will appear to the Scholarship Committee who selects the finalist. Its appearance is important because it represents you to the committee. The following suggestions will assist you in completing your scholarship application:

General

1. Fill out all pages of the application form completely. If a question does not apply to you, write "n.a." rather than leave it blank.
2. Be sure your handwriting is legible if you do not type your responses.
3. Double-check your spelling.
4. Ask someone to proofread the application.
5. Applications must be postmarked by May 30; incomplete applications will not be considered.

Personal Essay

When you write about your personal goals and ambitions, be sure to provide enough information for the Scholarship Committee to clearly understand your plans and recognize your potential.

Letters of Recommendation

The three letters of recommendation cannot be from family members. Some suggestions for letters of recommendation include clergy, employers, social workers, counselors, and teachers. Let the people you ask for letters of recommendation know what the scholarship is and why you are applying for it. Allow them at least two full weeks to complete the letters. Provide a self-addressed return envelope with each recommendation form to be returned to you in a sealed envelope. The sealed letters must be submitted with the scholarship application prior to the deadline.

Scholarship Contact

Completed applications should be mailed to:

Lorraine Thompson
P.O. Box 53
Schuylerville, NY 12871

Notification

The selected recipient will be notified by mail. All other applicants will be notified of their status only if a self-addressed stamped envelope is included with the application. If you are not selected for the current year, you are encouraged to reapply for next year.

BRIDGING PEOPLE AND PLACES

HOLLIE VANDERZEE

WOMEN IN TRANSITION SCHOLARSHIP APPLICATION

Application must be postmarked by May 30. Incomplete applications will not be considered.

PART I - PERSONAL DATA

_____/_____/_____
Name (last, first, middle initial) Date of Birth (mo/day/yr)

Address (street, city, state, zip)

Telephone (area code first) Email Address

Marital Status (Single, Married, Separated, Divorced, Widowed)

Work History

List most recent employment first.

| Employer | Dates Employed | Position |
|----------|----------------|----------|
| | | |
| | | |
| | | |
| | | |
| | | |

PART II - EDUCATIONAL BACKGROUND

Name of High School

Date of Graduation ____/____/____ or Date of GED ____/____/____

Are you currently enrolled in school? ___ Yes ___ No If yes, ___ Full time or ___ Part time?

Name of School Course of Study

List any educational institutions and/or pertinent workshops you attended after high school.

| Name of Institution | GPA | Dates Attended | Certification Earned |
|---------------------|-----|----------------|----------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

PART III - FINANCIAL NEED

What is your total annual income from all sources (include employment, savings, child support, alimony, Social Security benefits, etc.) \$_____

List your total annual expenses for:

| | |
|--------------------|-------------------------|
| Housing: \$_____ | Utilities: \$_____ |
| Food: \$_____ | Medical: \$_____ |
| Childcare: \$_____ | Transportation: \$_____ |

Additional expenses may be listed below:

| | |
|---------|---------|
| _____ | \$_____ |
| Expense | Cost |
| _____ | \$_____ |
| Expense | Cost |
| _____ | \$_____ |
| Expense | Cost |

Number of People You Financially Support

| Name of Dependent | ** Age | Relationship to You |
|-------------------|--------|---------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

** Indicate age only if children

Educational Expenses

What will your total annual educational expenses for the coming year be for:

Tuition : \$ _____ Books: \$ _____ Fees: \$ _____

Additional expenses may be listed below:

| | |
|---------|----------|
| _____ | \$ _____ |
| Expense | Cost |
| _____ | \$ _____ |
| Expense | Cost |
| _____ | \$ _____ |
| Expense | Cost |

PART IV - GOALS AND AMBITIONS

Describe your personal ambitions and educational goals on separate sheets of paper. Your response should not exceed two double-spaced pages and must include answers to the following questions:

1. What are your personal ambitions and educational goals?
2. Why have you made the decision to pursue this educational course of study?
3. What steps have you already taken, or accomplished, toward achieving your goals?
4. How do your goals relate to your financial independence?
5. How will this scholarship assist you in meeting your goals?

PART V - LETTERS OF RECOMMENDATIONS

Using the Bridging People and Places reference forms, submit three sealed recommendations with your application. Family members cannot be used to fulfill this requirement.

PART VI - OTHER

Please list on a separate sheet of paper any additional information about yourself which may be pertinent to this application, including special circumstances (for example, extreme hardship such as illness in the family, loss of employment, change in family structure, etc.)

I hereby affirm that the information provided on this form and in the accompanying material is accurate and complete to the best of my knowledge. In addition, I understand that all information contained in my application may be shared with the Scholarship Committee and that efforts will be made to protect the privacy of the information.

APPLICANT'S SIGNATURE: _____ DATE: _____

Mail completed application form to: Lorraine Thompson
P.O. Box 53
Schuylerville, NY 12871

**CONFIDENTIAL RECOMMENDATION
BRIDGING PEOPLE AND PLACES
HOLLIE VANDERZEE WOMEN IN TRANSITION SCHOLARSHIP**

Name of Applicant _____

The above named person has applied for the Bridging People and Places Educational Scholarship for Women in Transition. Please return your recommendation to the applicant in a sealed envelope. Thank you for taking the time to provide this reference.

Why do you feel this woman is deserving of this scholarship?

Please use the reverse side for additional comments

Rate the following characteristics with a number: (please provide an explanation for any score of 3 or 4):

| 1. Superior | 2. Good | 3. Average | 4. Below Average |
|------------------------------|----------------|-------------------------------|-------------------------|
| _____ Achievement | | _____ Industry | |
| _____ Seriousness of Purpose | | _____ Emotional Stability | |
| _____ Motivation | | _____ Inspiration to Others | |
| _____ Initiative | | _____ Sense of Responsibility | |

In your opinion, how great is the applicant's need for financial assistance? (Check one)

_____ Average _____ Great _____ Essential _____ Unknown

Relationship to Applicant: _____ How long have you known applicant? _____

Signature

Position

Address

Phone

Email

Date