SP_____

Stuttgart Military Community SCSC 2017 Spouse Scholarship Application

General Information/Criteria:

Stuttgart Community Spouses' Club (SCSC) scholarships are made possible through SCSC sponsored activities, such as the Thrift Shop and the Annual Spring Bazaar, in which volunteers from the club and the community devote numerous volunteer working hours. The Scholarship Committee reviews submissions and determines applicant eligibility and selection criteria. **The selection criteria include a combination of academic achievement, extracurricular activities, personal essay, community service, community leadership, and work experience.** Financial need is not factored into award consideration. The Scholarship Selection Panel is an independent panel of judges comprised of volunteer military and civilian members of the Stuttgart Community. Judges are screened for potential conflict of interest and their dependents are not eligible to apply for a scholarship. Student identity is maintained as anonymous throughout the judging and award determination process. No member of the SCSC Governing Board is involved in the independent judging process. The Scholarship Committee will determine the number of scholarships and the monetary value of each scholarship to be awarded based on available funds. The Scholarship Selection Panel will determine the award winners through an analysis of scores. Submission of an application does not guarantee receipt of a scholarship.

1. This application is for a command-sponsored spouse continuing post high school studies at an accredited college, university, or technical school in the Fall of 2017.
2. The applicant is responsible for gathering and submitting all necessary information and official documents. Applications are evaluated on the information submitted. Please answer all questions completely and give specific dates when required.
3. Applicants are advised to keep a copy of their completed application for their records.
4. The SCSC Scholarship Chairman will inform applicants when the committee receives their application. Applicants should email scsc.scholarship@googlemail.com if they have not received confirmation by 5 March 2017.
5. Inquiries may be made via email scsc.scholarship@googlemail.com to the SCSC Scholarship Committee Chairperson, Christine Fisher. Applications will not be accepted via email to the above address.
6. Applicants will be notified of results in late April 2017. Awards are granted without regard to race, color, creed, religion, or disability.

Eligibility: Each applicant must meet the following requirements:

1. A command-sponsored spouse, who is both living in and receiving his or her education within the Stuttgart Military Community, or a command-sponsored spouse whose sponsor is assigned to a USAG Stuttgart military unit, but with a duty station at a remote location. (The scholarship may be applied elsewhere, if the sponsor has a permanent change of station after the selection process.)
2. The applicant's sponsor must be a U.S. military or U.S. civilian employee working in the Stuttgart Military Community who is eligible for MWR benefits (as listed on ID card).
3. Applicant and sponsor must **both** possess valid military identification cards.
4. Applicant has a high school or GED diploma.
5. Applicant must have a cumulative grade point average (GPA) of 3.0 or better (GPA based on a 4.0 scale), having completed at least one semester at an accredited college, university, or technical school. For those who do not have any college courses completed and thus no collegiate GPA, applicant must submit an additional essay.
6. The Scholarship Committee makes final determination regarding eligibility. Please contact the SCSC Scholarship Chairperson if you have questions on eligibility at: scsc.scholarship@googlemail.com.

Limitations for Award Recipients:

1. Time period for use of Scholarship Funds – Beginning in the fall semester of 2017 and continuing though the last summer session of 2018.
2. Award Acceptance Form – The Award Acceptance Form should be returned to the committee as soon as possible. The deadline for the Award Acceptance Form is 1800 Central European Time on 1 June 2017. The committee is unable to accept late forms. If the Award Acceptance Form is not received by the deadline, then the award will be considered unclaimed and the monies then rolled back into SCS Scholarship Fund.
3. Scholarship Payment – Payment is made directly to the educational institution. Scholarship funds must be paid by the SCSC directly to the accredited college, university, or technical school. If payment by the SCSC directly to the accredited institution is not possible the award will be considered invalid and will be rolled back onto the SCSC Scholarship Fund.
4. Appropriate Use of Scholarship Funds – The scholarship award, when combined with all other scholarships, grants or any other type of funds that require no repayment, must not exceed the cost of tuition, fees, books, university housing, or school meals plans at an accredited college, university, or technical school for the academic year. These funds cannot be used for the student's miscellaneous personal expenses. Any remaining funds must be returned to the SCSC.
5. Additional Possible Circumstances for Scholarship Forfeiture –
   a. Using the Post 9-11 G.I. Bill or attending a Yellow-Ribbon school may cause the forfeiture of a SCSC scholarship award, if funds used to benefit the student meet or exceed the cost of tuition, fees books, university housing and school meal plans.
   b. Students who accept an appointment to a military service academy become ineligible to use a SCSC scholarship award.

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Spouse

Application Instructions: FAILURE TO FOLLOW ALL INSTRUCTION WILL AFFECT THE APPLICANT'S OVERALL SCORE AND MAY RESULT IN THE INELIGIBILITY OF THE APPLICANT.

1. The applicant may fill out the application online and print the completed forms to turn in according to the instructions in number 4 below. Alternatively, the applicant may print out the application and fill it in by hand, printing legibly in black ink.
2. If in any section, the applicant requires additional space for appropriate answers, please use 8.5" x 11" white bond paper, clearly indicating the section for which the additional space was necessary. Do not attach a resume.
3. The applicant must include official school transcripts supporting all educational data and documenting the cumulative GPA. (**Note:** Grade reports and copies of transcripts are not acceptable). Please review the transcripts to verify contents are accurate.
4. The complete application must be postmarked to the SCSC Scholarship Chair, no later than **24 February 2017** to be considered. **Applications will NOT be accepted by e-mail. This application becomes complete and valid only when all of the pages listed below are delivered. All materials must be collated and submitted at the same time.** Copy and attach the pages indicated below as instructed. Do NOT staple. Paper clip all items together in the following prescribed order:

- ☐ Applicant and Sponsor Information (Page 3)
- ☐ Certification Letter (Page 4)
- ☐ Official Transcripts
- ☐ Two (2) copies of the Educational, Community Activities and Employment Information (Page 5)
- ☐ Two (2) copies of the Community Service and Awards/Honors Information (Page 6)
- ☐ Six (6 separate copies) of the essay response written by the applicant.

Essay Question: Type a 300-500 word double-spaced essay on 8.5" x 11" white paper. **DO NOT** use names, school, position, or personal identifiers in the essay.

What would you say is your greatest skill or talent? How have you developed and demonstrated that talent or skill over time?

Essay Question #2: **For first time college students only.** Type a second 300-500 word double-spaced essay on 8.5" x 11" white paper. **DO NOT** use names, school, position, or personal identifiers in the essay.

Discuss a special attribute or accomplishment that sets you apart.

Final Notes:

Incomplete applications will not be considered after the due date.
Failure to follow all instructions will affect your overall score.
If you have not received confirmation of receipt of your application by 5 March 2017,
send an email message to scsc.scholarship@googlemail.com. Emailed applications **not** accepted.
To be considered for an award your completed application must be
postmarked no later than 24 February 2017 and mailed to:

SCHOLARSHIP APPLICATION*
SCSC SCHOLARSHIP CHAIR
CMR 480, Box GD, APO AE 09128

*Please highlight "scholarship application" on your envelope for quick identification.

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APPLICANT'S INFORMATION	
Applicant's Name (Last, First, Middle)	(Nickname, if any)
Applicant's dependent ID card number:	
Current Mailing Address: CMR _____ BOX _____ APO, AE ZIP: _____	
Home Phone Number/Cell Phone Number	Applicant's ID Card Expiration Date
E-mail address	
SPONSOR'S INFORMATION	
Sponsor's Name (Last, First, Middle)	Rank/Grade & Branch of Service
Sponsor's Organization	Sponsor's ID Card Number and Expiration Date
Organization Address	Duty Phone Number:
Current Mailing Address (APO) CMR _____ BOX _____ APO, AE ZIP: _____	Email Address:
Home Phone Number/Cell Phone Number	For Office Use

SP_____

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CERTIFICATION LETTER

I certify that all information in this application is accurate and the essay is entirely my own effort. If I accept a Stuttgart Community Spouses' Club Scholarship (SCSC), I further certify I will abide by the following conditions:

1. Scholarship funds are to be used for undergraduate studies within the 2017-2018 academic year.
2. Scholarship funds must be paid by the SCSC directly to the accredited college, university, or technical school. If payment by the SCSC directly to the accredited institution is not possible the award will be considered invalid and will be rolled back into the SCSC Scholarship Fund. The scholarship funds are to be applied only toward tuition, fees, books, university housing or school meal plans.
3. The scholarship award, when combined with all other scholarships, grants, or any other type of funds that require no repayment, must not exceed the cost of tuition, fees, books, university housing or school meal plans at the accredited college, university, or technical school for the academic year. These funds cannot be used for the student's miscellaneous personal expenses. Any remaining funds must be returned to the SCSC.
4. After notification as a scholarship recipient, I will return the Scholarship Committee Acceptance Form no later than 18:00 CET on 1 June 2017, stating the name, address of the financial aid office, and my student ID number at the accredited college, university, or technical school where I am accepted and intend to enroll for the 2017 fall term. After 1 September 2017 any unclaimed scholarship funds revert to the SCSC Scholarship Fund.
5. I am a responsible citizen in good standing in the school and the community.
6. If the above conditions are violated, the scholarship award funds must be returned to the SCSC Scholarship Fund.
7. It is my responsibility to notify the SCSC Scholarship Committee of any change of status by 1 August 2017 (e.g., change of schools, change in address, etc.). Failure to do so may result in the forfeiture of my scholarship award.
8. I understand that I may be photographed or videotaped by the SCSC at the Award Ceremony. I agree that the SCSC may use such images and recordings for any promotional or non-profit purpose, without compensation and without time limits. I also acknowledge that SCSC is not required to use my images or recordings.

I agree that my signature on this form will authorize the SCSC Scholarship Chair to release this application, including ID card number, GPA and transcript(s) to the Scholarship Committee and Scholarship Selection Panel as needed.

APPLICANT'S NAME:

Printed _____

Signature _____ Date**:** _____

SPONSOR'S NAME:

Printed _____

Signature _____ Date: _____

TO BE CONSIDERED APPLICATION MUST BE POSTMARKED NLT 24 February 2017 TO:

SCHOLARSHIP APPLICATION
SCSC SCHOLARSHIP CHAIR
CMR 480, Box GD, APO AE 09128

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EDUCATION- Begin with the most recent.				
High School Graduated from and Colleges attended/attending (Name, City, State) List if you received diploma or GED.	**Major**	**GPA/Scale**	**Dates Attended** From Mo/Yr -To Mo/Yr	

COMMUNITY ACTIVITIES (Post High School)		
Organization (Name, City, State)	**From Mo/Yr - To Mo/Yr**	**Description**
e.g.: Tennis Club	*September 2014-Sept. 2016*	*SCSC Tennis Group*

EMPLOYMENT- Begin with the most recent employment. Do not project beyond 24 February 2017 if presently employed. (Post High School)				
Employer (Name, City, State)	**Position/Title**	**Total Hours**	**Dates employed** From Mo/Yr – To Mo/Yr	
e.g.: Community Bank	*Teller*	*160*	*Sep 2014*	*Jan 2017*

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COMMUNITY SERVICE- List volunteer work with service, religious, and other community organizations. Begin with the most recent. (Post High School)

Organization (Name, City, State)	**Position/Title**	**Total Hours**	**Dates volunteered** From Mo/Yr – To Mo/Yr	
e.g.: Panzer Chapel, Germany	*Sunday School Teacher*	*150*	*Sep 2014*	*Jan 2017*

AWARDS/HONORS- Begin with the most recent. (Post High School)

Award/Honor and Organization	**Description**	**Year**
e.g.: Volunteer of the Quarter, FRG EUCOM	*Awarded by EUCOM*	*2014-2015*