



# Springfield Foundation

For **good.** For **ever.**®

Cookie Lady Scholarship Fund for the  
Springfield Police Division

**2010-2011 Academic Year**

Through a generous gift left to the Springfield Foundation by local educator Sally A. Hare, a scholarship was established to assist employees of the Springfield Police Division and their families with their education beyond high school. The donor was grateful for the excellent service of the Springfield Police Officers and this scholarship fund highlights her commitment to the Police Division and the pursuit of education.

In addition to this scholarship, the Springfield Foundation administers a variety of scholarships to assist Clark County residents as they pursue education beyond high school. For information about specific requirements of our many scholarships, please read the Foundation's publication *A Guide to Individual Scholarship Requirements*. This document is available at [www.springfieldfoundation.org](http://www.springfieldfoundation.org), or by calling the Springfield Foundation at 937-324-8773.

## Eligibility Requirements

To be eligible, applicants must be a U.S. citizen and:

1. Be an employee of the Springfield Police Division, an employee's spouse, child, or stepchild;
2. be at least a high school senior with at least one completed grading period of the senior year;
3. enroll and complete a **full-time program** (12 or more hours) each quarter or semester in an accredited institution of higher learning or post-secondary program. Current Police Division employees may be enrolled less than full time;
4. have a minimum **cumulative GPA of 3.0**. Applicants who have graduated more than five years ago need not meet the GPA requirement.

## Selection Criteria

Scholarships are awarded on the basis of academic merit (40%), financial need (30%), and character and other activities (30%).

## Scholarship Amounts

This scholarship is not renewable, but applicants may re-apply each year. Each year the number and amount of awards will be determined by the fund's available income.

Awards for students enrolling in a full-time program may average more than those awards to part-time students. Scholarships must be applied toward tuition, books and other required fees; any other uses must be approved by the Foundation.

### **How to Apply**

Applications are available from the Springfield Police Division and directly from the Foundation in January of each year. Scholarship materials must be delivered to the Foundation by **March 12, 2010, 4:30 p.m.** Final decisions are usually available in June and payments are sent to colleges in August. Award cannot be made payable to individuals.

### **Monitoring Scholarships During the Academic Year**

The Foundation will monitor the enrollment of the recipient, the cumulative GPA, and the major field of study (where applicable). Students may be asked to provide documentation, such as transcripts or class schedules, to assist with this monitoring.

### **Scholarship Termination**

If a student does not meet the stated requirements for their scholarship(s), the Foundation will terminate the scholarship and request any unused funds to be refunded from the student's account. Students whose scholarships have been terminated *are* eligible to re-apply in future years.

### **Conflict of Interest Policy**

Foundation trustees, staff, and their immediate family members are not eligible for Springfield Foundation Scholarships. Immediate family members include a trustee or staff's spouse and children (step, adopted, foster); brother, sister, their spouses and children; and a trustee and staff member's grandchildren.

**For Further Information:** Contact the Foundation's Program Officer at (937) 324-8773.

**Return applications to:   The Springfield Foundation  
4 West Main Street, Suite 825  
Springfield, Ohio 45502**

## Application Instructions – Cookie Lady Scholarship

**Complete this application form if you meet the eligibility requirements of the Cookie Lady Scholarship, as listed above. You must be at least half-way through your senior year to apply for a college scholarship from the Springfield Foundation.**

Page 1:

### Personal Information

Applicant Name: First, middle and last name.

Address: This is the residence where the applicant lives more than one-half of the year.

Phone: List your home phone (with area code) and any other number where you can be reached (i.e., cell phone).

List your E-mail address, Birth date, Age and County of Residence in the appropriate spaces.

Relationship with employer: Indicate whether you are an employee of the Springfield Police Division, or a relative of an employee.

Middle School: List all middle schools attended, with the years of attendance.

High School: List all high schools attended, with the years of attendance. (Attach a separate sheet if explanation is needed.)

High School Graduation Date: List the month and year of your high school graduation (anticipated or actual).

Current GPA: This should be your most recent cumulative GPA. List your ACT or SAT score in the appropriate space. If you have taken both, you may list both. If you have taken the test more than once, list your best score. Be sure to attach a current transcript. *Adults who have been out of school for more than 5 years need not supply this academic information.*

Superior Academic Awards/Honors: Indicate if you have received an award or participated in advanced academic coursework. Examples include: National Honor Society, National Merit Scholar Finalist or Merit Scholar.

How have you challenged yourself in your educational pursuits? Indicate if you have been unusually challenged during high school. Examples could be: Choosing to take a difficult course load; working while maintaining full course load and school activities; Advanced Placement or International Baccalaureate classes; caring for an ill family member. You may attach an additional sheet, if needed.

Intended College: Indicate the college or colleges you are considering. If you have already been accepted, please note this. If you plan to attend Community Hospital School of Nursing, Ohio State University or Wittenberg University, attach a copy of your acceptance letter.

Intended Field of Study: Indicate the major or field of study you plan to pursue. If you don't know yet, list "undecided".

Anticipated Graduation: Indicate the year in which you expect to complete college.

Past Springfield Foundation Scholarships? Please indicate whether you have applied for or received a Scholarship through the Springfield Foundation in the past.

### Family Information

Parent or Guardian Names: List your Parent(s) first and last names, and their marital status (married, divorced, etc.). *Adults who have been out of school for more than 5 years, please indicate your spouse's name.*

Dependent Children: Indicate the number of dependent children in your family. This would include children who are financially dependent on parents, even if they no longer live in the family home.

Applicant lives with: Indicate the parent you live with for most of the year. *Adults who live in their own home, please indicate this.*

Annual Family Income: List total family income as reported on taxes. This should also be the amount you reported on a FAFSA application. Do not include income earned from the student's part-time work.

Special Circumstances: Any special financial circumstances may be described on a separate sheet of paper, if needed. Examples of special circumstances include: parent recently out of work, other children in college, extensive family medical bills.

Page 2:

List activities in the various areas as requested on this page. Attach an additional sheet of paper if necessary. Examples of activities include:

*Extracurricular activities:*

<u>Name of Activity</u>	<u>Role</u>	<u>Area of Interest</u>	<u>Year/Grade Level</u>
School Musical	Cast	Drama	Fr, So, Jr, Sr
Track	Team Member	Athletics	Fr, So, Jr
Spanish Club	President	Language	Jr, Sr

*Community Service:*

<u>Name of Organization</u>	<u>Type of Service</u>	<u>Total hrs. of service</u>
Eaglewood Nursing Home	Pet Therapy	100 hours

*Paid Work Experience:*

<u>Employer</u>	<u>Position Held</u>	<u>Dates worked and Avg. Hours</u>
Kroger's	Bagger	June – Aug 2007 (20 hrs/wk)

*Superior Awards:*

<u>Name of Award</u>	<u>Area of Activity</u>	<u>Year/Grade Level</u>
Eagle Scout	Boy Scouts Tecumseh Council	2006

Page 3:

Create a personal statement to answer the essay question. It is acceptable to hand-write your response (neatly), type and then cut and paste, or type directly in the space provided. Do not exceed more than one page total in your essay response.

Page 4:

Review the application before submitting. Be sure you have answered all questions completely. Double-check that all attachments are included. You are encouraged to have someone else read the application to check for spelling, grammar, etc. The applicant and parent(s) must both sign the form on Page 4!

*Adults who have been out of school for more than 5 years do not need to provide a transcript or an additional signature.*

References:

Two blank reference forms are included with your application. You may copy them if you like. Be sure to enter your name on the blank line. All applications require two completed references. References may come from teachers, counselors, employers, or other adults who are not related to you. It is best to choose references who can comment on your ability to succeed with post-secondary work. You may request the references to be returned to you or mailed directly to the Springfield Foundation.



**Family Information:**

Name of Parent(s) or Guradian(s):

Parents' marital status:

Number of Dependent Children in the family:

Applicant lives with:

Total Annual Family Income from all sources: \$  
(As reported on FAFSA)

Please describe any special financial circumstances the Scholarship Committee should consider.  
*Attach an additional sheet if necessary.*

**Academic, Community Service and Employment History**

*Attach an additional sheet if necessary*

List *extracurricular activities* in which you have participated in the past 5 years, and indicate any leadership positions held:

<u>Name of Activity</u>	<u>Role</u>	<u>Area of Interest</u>	<u>Grade Level</u>
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List *community service* you have provided in the past 5 years:

<u>Name of Organization</u>	<u>Type of Service</u>	<u>Total Hours of Service</u>
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List paid *work experience*:

<u>Employer</u>	<u>Position Held</u>	<u>Dates Worked &amp; Avg.Hrs.</u>
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List *superior awards* you have earned for the past 5 years:

<u>Name of Award</u>	<u>Area of Activity</u>	<u>Grade Level</u>
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**Essay:**

*Answer is not to exceed one page total.*

**Personal Statement:** Indicate your career interests and why you have chosen them. Describe how your activities and experiences have influenced your career plans. Include information about how your educational plans will assist you with your career goals.

**Attachments:**

Your scholarship application must include the following items:

- The completed, signed, original application form, *paper-clipped* in order.
- Two recommendations from teachers, guidance counselors or other references who are not relatives.
- One original high school transcript.

**Proof read your application and keep a copy for your records!**

**Return applications to:**

The Springfield Foundation  
4 West Main Street  
Suite 825  
Springfield, OH 45502

**Signatures:**

I certify that the information on this form is true and complete to the best of my knowledge. I further agree to abide by the scholarship policies and regulations of the Springfield Foundation.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**Scholarship Recommendation Form**

\_\_\_\_\_ is applying for a scholarship from the Springfield Foundation. Your assessment of the applicant will be helpful to the Scholarship Selection Committee. **Please return this form to the student. The deadline for receipt of all application materials to the Foundation, including this recommendation, is March 12, 2010.**

1. How long have you known the applicant?
2. In what capacity have you known the applicant? If as a teacher, in what subjects and at what grade level did you teach the candidate?
3. In relation to others in the applicant's age group whom you have known, please rate the applicant by checking the appropriate spaces below. Mark "N/A" if you have no basis for evaluating a particular trait of the applicant.

	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>
Ability to set realistic goals	.....	.....	.....	.....
Academic Potential	.....	.....	.....	.....
Career Potential	.....	.....	.....	.....
Concern for others	.....	.....	.....	.....
Creativity	.....	.....	.....	.....
Extracurricular Participation	.....	.....	.....	.....
Follow-through	.....	.....	.....	.....
Initiative	.....	.....	.....	.....
Leadership	.....	.....	.....	.....
Personal Integrity	.....	.....	.....	.....
Problem-solving Ability	.....	.....	.....	.....
Resourcefulness	.....	.....	.....	.....

4. What is your overall opinion of the applicant? Why do you believe he/she should be given scholarship support? (use back side of page or attached statements are allowed)

Name \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Return completed form to Scholarship Applicant or mail to:  
Springfield Foundation, 4 West Main Street, Suite 825, Springfield, OH 45502.

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	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>
Ability to set realistic goals	.....	.....	.....	.....
Academic Potential	.....	.....	.....	.....
Career Potential	.....	.....	.....	.....
Concern for others	.....	.....	.....	.....
Creativity	.....	.....	.....	.....
Extracurricular Participation	.....	.....	.....	.....
Follow-through	.....	.....	.....	.....
Initiative	.....	.....	.....	.....
Leadership	.....	.....	.....	.....
Personal Integrity	.....	.....	.....	.....
Problem-solving Ability	.....	.....	.....	.....
Resourcefulness	.....	.....	.....	.....

8. What is your overall opinion of the applicant? Why do you believe he/she should be given scholarship support? (use back side of page or attached statements are allowed)

Name \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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