



# Aquila Chase Chapter National Society Colonial Dames XVII Century Scholarship Policy and Guidelines

## **Instructions for Applicant:**

1. Read the guidelines carefully.
2. Complete the personal statement/essay of no more than 500 typewritten words that reflects your goals, motivation, reasons why you should be awarded the scholarship and an introduction of yourself to the committee who will review your application. Use additional pages as necessary.
3. All application forms must be submitted on official *Aquila Chase Educational Scholarship* form.
4. All material and completed application forms must be submitted together in one envelope and presented on 8.5" x 11" paper.
5. Deliver your completed application package with all required materials to:  
Aquila Chase Chapter Educational Scholarship Chair  
Address of Committee Chair:  
Mrs. Kit Wang, 4601 Calle San Juan, Newbury Park, CA 91320
6. Do not submit an incomplete package.
7. Keep a copy of your completed package for yourself, in case it gets lost in the mail.

## **Eligibility Requirements:**

1. There shall be no age restrictions, however the applicant must have graduated from High School or be a graduating High School Senior.
2. The applicant must have applied to his/her accredited school of choice and must provide documentation of acceptance/registration before an award is confirmed.
3. The *Aquila Chase Chapter Educational Scholarship* award shall be distributed to the recipient's accredited school of choice, upon delivered verification of registration, enrollment and receipt of financial contact information, to the *Aquila Chase Educational Scholarship* Committee and Chapter Treasurer.

## **Application Forms:**

1. Application forms will be available on or after **November 1, 2018**. All applications must be returned to the *Aquila Chase Chapter Educational Scholarship* Committee on or before (insert deadline date).
2. A new application form and required materials must be submitted each time the applicant applies for the *Aquila Chase Chapter Educational Scholarship*.
  - a. IF a successful candidate wishes consideration for a subsequent year, he/she must meet the application criteria and include a statement of progress toward completion.
  - b. IF a previously unsuccessful candidate wishes reconsideration, he/she must meet the application criteria and include a statement of interim progress.

## **Accompanying Forms:**

8. Each completed application must be accompanied by a personal essay/statement, not to exceed 500 typewritten words, which must include educational goals of the applicant, motivation, why the applicant feels he/she should receive the scholarship and a personal profile of introduction. Use additional pages as necessary.
1. Each application must have two written recommendations included in the application package. The recommendation shall include:
  - a. One recommendation from a high school teacher/counselor or college professor/education professional.
  - b. One recommendation from an employer or adult community member who has known the applicant for at least five years.
  - c. A copy of a recent official transcript, high school or college.
  - d. All parts of the application must be completed and received by the *Aquila Chase Chapter Educational Scholarship* Committee on or before **April 1, 2019**.

**Grading Criteria:**

1. Applicant followed instructions
2. Packet included: Completed application on application form, two letters of recommendation and one copy of official grade transcript.
3. Applicant used proper grammar, sentence and paragraph structure and spelling.
4. Approximately fifty percent of essay is devoted to introduction of the applicant to the Scholarship Committee.
5. Approximately fifty percent of essay is devoted to explaining applicant's career goals, reasons for chosen course of study and future goals anticipated from this course of study.

**Scoring Criteria:**

10 points possible for grading criteria numbers 1 and 2.

20 points possible for grading criteria number 3.

30 points possible for grading criteria numbers 4 and 5

100 possible points

A minimum score of 80 points is required for scholarship consideration.

**REQUIRED SIGNATURES:**

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**Scholarship Applicant**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Scholarship Committee Chair**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Chapter President**

\_\_\_\_\_

**Date**