

# Littleton #1650 Scholarship/Charity Fund, Inc

## 2020 Memorial Scholarship Competition

Based on Scholarship, Leadership, and Financial Need

**IMPORTANT:** Before completing, please read and follow guidelines outlined on pages 7 and 8. Application must be submitted to the Littleton #1650 Scholarship/Charity Fund, Inc, Memorial Scholarship Application, Attn: Scholarship Committee, 5749 South Curtice Street, Littleton, CO 80120 on or before January 17, 2020.

Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Last First Middle Initial

Street Address \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
Area Number

City, State, Zip \_\_\_\_\_ Email \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Place of Birth \_\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_  
Month Day Year City & State or Country

Are you currently an American Citizen?  Yes  No (Resident Alien status does NOT qualify. Applicant MUST be a citizen on the date the application is signed.)

If you were not born an American Citizen, but are a Naturalized American Citizen, give date, place (Office or Court) & Naturalization Number.

Date \_\_\_\_\_ Place \_\_\_\_\_ Number \_\_\_\_\_  
Court or Office and City & State

If you were not born in the United States, but are a citizen by birth, explain circumstances. \_\_\_\_\_

By signing this application, you agree, if asked, to provide information that will verify the accuracy of your completed form. This information may include a copy of your U.S. or state income tax form. If you purposely give false or misleading information, you will be disqualified from this contest. You agree to the use of your name, and any information contained within the application **except** for the parental financial analysis and financial statement, for advertising, promotional and publicity purposes without consent or compensation.

Date: \_\_\_\_\_ Signed by \_\_\_\_\_ (Student)

Date \_\_\_\_\_ Signed by \_\_\_\_\_ (Mother/Stepmother)

Date \_\_\_\_\_ Signed by \_\_\_\_\_ (Father/Stepfather)

For use by Littleton #1650 Scholarship/Charity Fund Board:

Date Received:

- Checklist: \_\_\_ Completed Application (original, typed or neatly printed)  
\_\_\_ Application Essay  
\_\_\_ Parental Financial Statement  
\_\_\_ Official Transcript of Grades and SAT/ACT scores  
\_\_\_ Counselor Report in Sealed Envelope  
\_\_\_ Two Letters of Recommendation  
\_\_\_ Copies of Exhibits

Notes:

**APPLICATION DUE DATE ON OR BEFORE JANUARY 17, 2020**

# 1. Employment and Community Service

List jobs you have held over **the past three years**. Start with the most recent and include baby-sitting and work on a family farm or for a family business, even if not paid. Please list approximate total hours worked, not average hours per week. **You will receive 0 points in this section if you do not list your hours as instructed.**

Total Hours	Dates of Employment	Kind of Work	Name of Employer
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>(Grand Total Hours of Employment)</b>			

List volunteer work or community service you performed without pay over **the past three years**, starting with the most recent. Please list approximate total hours worked, not average hours per week. **You will receive 0 points in this section if you do not list your hours as instructed.**

Total Hours of Service	Dates of Participation	Kind of Work	Name of Agency or Organization
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>(Grand Total Hours of Service)</b>			

# 2. Honors and Awards

Include scholastic, extracurricular and civic honors and awards during grades 9 through 12. State nature of award and grade won: i.e. Girl Scout Gold Award, 12. **Please do not abbreviate names of awards**, as we may not be likely to understand their meanings. Include a brief description of each award on a separate sheet of paper. Feel free to explain, in 25 words or less, the purpose of the award and why you received it.

1. \_\_\_\_\_ 11. \_\_\_\_\_
2. \_\_\_\_\_ 12. \_\_\_\_\_
3. \_\_\_\_\_ 13. \_\_\_\_\_
4. \_\_\_\_\_ 14. \_\_\_\_\_
5. \_\_\_\_\_ 15. \_\_\_\_\_
6. \_\_\_\_\_ 16. \_\_\_\_\_
7. \_\_\_\_\_ 17. \_\_\_\_\_
8. \_\_\_\_\_ 18. \_\_\_\_\_
9. \_\_\_\_\_ 19. \_\_\_\_\_
10. \_\_\_\_\_ 20. \_\_\_\_\_

### 3. Leadership and Extracurricular Activities

List leadership roles and extracurricular activities, starting with the most recent. Following the example, state name of organization, years involved, hours per week commitment, leadership role, the year of that role and responsibilities held in that role. If no leadership role applies, state the organization name, years involved and hours per week commitment only. You may include a separate sheet of paper that is structured exactly like the table in this section if extra space is needed.

<b>Example: Organization Name</b> Student Council	<b>Years</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 9 10 11 12	<b>Hours/week</b>
<b>Leadership Role (year)</b>		<b>Responsibilities</b>

<b>1. Organization Name</b>	<b>Years</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 9 10 11 12	<b>Hours/week</b>
<b>Leadership Role (year)</b>		<b>Responsibilities</b>
<b>2. Organization Name</b>	<b>Years</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 9 10 11 12	<b>Hours/week</b>
<b>Leadership Role (year)</b>		<b>Responsibilities</b>
<b>3. Organization Name</b>	<b>Years</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 9 10 11 12	<b>Hours/week</b>
<b>Leadership Role (year)</b>		<b>Responsibilities</b>
<b>4. Organization Name</b>	<b>Years</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 9 10 11 12	<b>Hours/week</b>
<b>Leadership Role (year)</b>		<b>Responsibilities</b>
<b>5. Organization Name</b>	<b>Years</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 9 10 11 12	<b>Hours/week</b>
<b>Leadership Role (year)</b>		<b>Responsibilities</b>
<b>6. Organization Name</b>	<b>Years</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 9 10 11 12	<b>Hours/week</b>
<b>Leadership Role (year)</b>		<b>Responsibilities</b>
<b>7. Organization Name</b>	<b>Years</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 9 10 11 12	<b>Hours/week</b>
<b>Leadership Role (year)</b>		<b>Responsibilities</b>
<b>8. Organization Name</b>	<b>Years</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 9 10 11 12	<b>Hours/week</b>
<b>Leadership Role (year)</b>		<b>Responsibilities</b>

### 4. Your College Plans

State your plans for enrollment in an accredited American college or university. Include your planned major.

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Do you intend to apply for additional financial aid at the college you plan to attend?  Yes  No

If yes, give details: \_\_\_\_\_

Will your college plans change if you win one of the top three awards?  Yes  No

If so, how? \_\_\_\_\_

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## 5. Applicant Essay

You must prepare an essay of 500 words or less about the following topic: **Select one issue that will confront your generation in the future. Discuss how you would actively help address and resolve the issue. The essay must be dated and signed.**

## 6. Exhibits

Attach copies of exhibits of achievement in scholarship, leadership, athletics, dramatics, community service, or other activities.

## 7. Parental Financial Analysis

(If parents' have not filed tax return, they must estimate income for 2018.)

Stepfather's Name  \_\_\_\_\_  
Father's Name  \_\_\_\_\_ Age: \_\_\_\_\_ Occupation: \_\_\_\_\_  
Stepmother's Name  \_\_\_\_\_  
Mother's Name  \_\_\_\_\_ Age: \_\_\_\_\_ Occupation: \_\_\_\_\_

Custodial Parent's marital status as of today (choose one):

Mother: Married  Single  Widowed  Divorced\*  Remarried\*\*  Separated \*   
Father: Married  Single  Widowed  Divorced\*  Remarried\*\*  Separated \*

\* Please indicate how long parents have been divorced or separated \_\_\_\_\_ Please read instructions concerning custodial parent, page 8.

\*\* Please include stepparent's income in the appropriate section and read instructions concerning custodial parent, page 8.

Whenever the word "parent" (mother or father) is used, it also means "stepparent."

What is the parents' monthly rent or mortgage payment ..... \$ \_\_\_\_\_

- A. Father's  Stepmother's  2018 annual income (earned from work) ..... \$ \_\_\_\_\_ (A)  
B. Mother's  Stepfather's  2018 annual income (earned from work) ..... \$ \_\_\_\_\_ (B)  
C. Other taxable income from parent(s) 2018 IRS 1040 (all Schedules) ..... \$ \_\_\_\_\_ (C)  
D. Parent(s)' income ..... \$ \_\_\_\_\_ (D)  
(A+B+C)
- E. All non-taxable income not included above\*\*\* (including pensions, IRA/Keogh, 401(k), Social Security/disability benefits, child support, rent-free housing, etc.) ..... \$ \_\_\_\_\_ (E)  
\*\*\*For Social Security, only report benefits for parent(s) and other siblings. Do not include benefits received by the applicant.
- F. GROSS INCOME (total of D+E) ..... \$ \_\_\_\_\_ (F)  
(D+E)
- G. Number of people in family who will receive the majority of parental support between September 1, 2018, and August 30, 2019. Include dependent children and others living in household who receive more than half their support from parents' \_\_\_\_\_ (G)  
Name and age of dependents \_\_\_\_\_
- H. Number of dependent children, as defined above in G, attending college during academic year 2018-2019 on at least a half-time basis (including the applicant) ..... \_\_\_\_\_ (H)  
Name of family member and college(s) \_\_\_\_\_
- I. 2017 Medical and Dental Expenses not paid by insurance ..... \$ \_\_\_\_\_ (I)  
(If over \$5,000, explain circumstances in parental statement.)
- J. Market value of home if parents were to sell it today ..... \$ \_\_\_\_\_ (J)  
Year home was purchased \_\_\_\_\_
- K. Amount of unpaid mortgage ..... \$ \_\_\_\_\_ (K)
- L. Home Equity ..... \$ \_\_\_\_\_ (L)  
(J-K)
- M. Farm or Business?  Yes  No Year business was started \_\_\_\_\_
- N. Market value of farm or business if parents were to sell it today ..... \$ \_\_\_\_\_ (N)
- O. Amount of unpaid mortgage ..... \$ \_\_\_\_\_ (O)
- P. Farm or Business Equity (N-O) ..... \$ \_\_\_\_\_ (P)
- Q. % of ownership \_\_\_\_\_ (N-O)
- R. Value of bank accounts ..... \$ \_\_\_\_\_ (R)
- S. Value of other investments (CDs, stocks, bonds, college savings plan, etc.) ..... \$ \_\_\_\_\_ (S)
- T. Value of other rental property ..... \$ \_\_\_\_\_ (T)
- U. Total of other assets ..... \$ \_\_\_\_\_ (U)  
(R+S+T)
- V. TOTAL VALUE OF NET ASSETS ..... \$ \_\_\_\_\_ (V)  
(L+P+U)
- W. Amount student has from work, savings, assets, etc. ..... \$ \_\_\_\_\_ (W)  
(\$ \_\_\_\_\_) + (\$ \_\_\_\_\_)  
Personal from work Gifts/trusts from parents, friends, relatives, etc.

## 8. 2020 Littleton #1650 Memorial Scholarship Competition Counselor Report

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**Applicant:** Complete the top portion of this page and give it to your counselor or appropriate school official. This section can be completed by your counselor before you are finished with the application.

Student Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
Last First Middle Initial

1. **Counselor:** Please include a copy of your school profile and answer the following questions, even if the information is included in the profile. If your school has a policy of not ranking students, provide information to help us identify promising applicants.

**\*The Littleton #1650 Scholarship Committee will not return this form to the student.**

This applicant's grade point average (A=4.0) \_\_\_\_\_ The highest GPA in the graduating class \_\_\_\_\_  
Is the GPA based on weighted grades?  Yes  No

Class rank: The applicant ranks \_\_\_\_\_ in a class of \_\_\_\_\_. How many students have this rank? \_\_\_\_\_  
How many rank above? \_\_\_\_\_ Is the rank based on weighted grades?  Yes  No  
If exact rank is not available, indicate rank to the nearest 10<sup>th</sup> from the top: \_\_\_\_\_

Are honors courses available in all academic subjects?  Yes  No  
If no, in which subjects are they offered? \_\_\_\_\_  
\_\_\_\_\_

Are Advanced Placement courses available in all academic subjects?  Yes  No  
If no, in which subjects are Advanced Placement courses available? \_\_\_\_\_  
\_\_\_\_\_

What symbols are used on the transcript to designate honors or Advanced Placement courses?  
\_\_\_\_\_

How is your school's academic schedule based?  Semester  Quarter  Block  Other \_\_\_\_\_

How would you describe this applicant's academic program compared with that of other students applying for scholarships?  
 Below Average  Average  Above Average  Rigorous  Most Rigorous

Is there a community service requirement to graduate?  Yes  No If yes, how many hours? \_\_\_\_\_

Has the applicant ever been suspended or dismissed from your school?  Yes  No  
If yes, please explain the circumstances. \_\_\_\_\_  
\_\_\_\_\_

2. **I recommend this applicant for the Littleton #1650 Memorial Scholarship competition:**

- Yes  
 No

If no, please explain. \_\_\_\_\_  
\_\_\_\_\_

3. **Please secure the following items in a sealed envelope and give to the student to include in his or her application brochure:**

- This Completed Counselor Report Form  
 School Profile (if available)

Name \_\_\_\_\_ Position \_\_\_\_\_ School Phone \_\_\_\_\_  
please print

School email \_\_\_\_\_ Length of time acquainted with applicant \_\_\_\_\_

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

# Littleton #1650 Memorial Scholarship Application Instructions

## Application Guidelines

You must use the official 2020 Memorial scholarship application. It must be dated and signed by you, your parent(s) or guardian, and your guidance counselor. Typewritten applications are preferred; however, neatly printed applications are acceptable. Applications and all supporting documents must be in English or English translations.

## Completed Application

Your application must be in a Mead (or similar brand) paper folder with inside pockets and clasps. Three-hole punch your application and secure it in the clasps. Elaborate bindings, clear plastic, and bulky coverings are discouraged.

The completed brochure should include the application and up to 20 pages of supplemental materials (essay, parental financial statement, transcript, test scores, school report, letters of recommendation, exhibits, etc.)

## Employment and Community Service

List jobs held and community service performed over **the past three years**. Please list approximate total hours worked, not average hours per week. You will receive 0 points in this section if you do not list your hours as instructed.

## Honors and Awards

The following is a list to assist in completion of the Honors and Awards section, page 2. Include awards such as Eagle Scout; Gold Award; Teen of the Year; Statewide or National Conferences (ex: Boy's/Girl's State, HOBY); National Merit Finalist; AP Scholar; major athletic award; and major academic award. This list is not inclusive.

## Leadership and Extracurricular Activities

List leadership roles and extracurricular activities over **the past three years**. If involved in an extracurricular activity with no leadership role, include the activity, the number of years involved in it, and the hours per week commitment.

Activity sheets are acceptable replacements for the Employment and Community Service, Honors and Awards, and Leadership and Extracurricular Activities sections, but must be structured identically to the application.

## Your College Plans

Inform us of your enrollment plans and whether you will apply for additional financial aid.

## Applicant Essay

Prepare an essay of **500 words or less** about the following topic: **Select one issue that will confront your generation in the future. Discuss how you would actively help address and resolve the issue. The essay must be dated and signed.**

## Exhibits

Attach copies of exhibits of achievement in scholarship, leadership, athletics, dramatics, community service or other activities.

## Parental Financial Analysis

Have parent(s) fill out this financial analysis.

## Parental Financial Statement

Your parent(s) or guardian must prepare a statement of 200 words or less summarizing the family's obligations and resources. The statement needs to illustrate your need for financial assistance and the inability to meet these needs. **The statement must be signed and dated.** Note: Statement may exceed 200 words if parent has been asked to explain extenuating circumstances regarding non-custodial parent (see note under Custodial Parent) or if there are extenuating medical circumstances.

## Counselor Report

This report must be completed by your high school guidance counselor or appropriate school official. The report form and school profile (if available) should be secured in a sealed envelope and included in the application brochure.

## Transcript and SAT/ACT Scores

Include official, complete, current high school transcript of student grades. The transcript must include 7<sup>th</sup> semester classes. It does not need to include 7<sup>th</sup> semester grades. SAT or ACT test scores must be included, but may be photocopies. Use one set of ACT scores only, and/or up to two sets of SAT scores.

Transcript may be a photocopy that bears the original signature of the proper school authority. It is not necessary to send a separate sheet of test scores if they are included on your transcript. However, if the school provides a sealed transcript, it is the applicant's responsibility to ensure the scores are listed on the transcript.

## Letters of Recommendation

Include one letter of recommendation from a high school teacher. The letter may cover your ability, work habits, leadership, personality, and integrity.

Include one letter of recommendation from a responsible community member who is not from your high school. The person should not be related to you. The letter may cover your participation in the community in terms of work service, leadership skills, and outstanding recognition.

Letters may be originals or photocopies and must be limited to one side of a single sheet (8.5-by-11-inch) of paper, typed, **dated and signed by the author.**

### Littleton #1650 Memorial Scholarship Application Checklist (Please arrange items in this order.)

- Completed Application (original, typed or neatly printed)
- Applicant Essay
- Parental Financial Statement
- Official Transcript of Grades and SAT/ACT scores
- Counselor Report in a sealed envelope
- Two Letters of Recommendation
- Copies of Exhibits
- Submit application to address at the top of page 1 by January 17, 2020

**Littleton #1650 Memorial Scholarship**  
2020 Scholarship Competition

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**Memorial Scholarship Guidelines**

**Eligibility**

Any high school senior who is a US citizen and a resident of Littleton, Colorado or a surrounding local area, is eligible to apply. Male and female students compete separately for identical awards.

**Application Process**

This application must be filed with the Littleton #1650 Scholarship/Charity Fund, Inc. Attn: Scholarship Committee, 5749 South Curtice Street, Littleton, CO 80120. The final date for filing completed application is January 17, 2020.

We require a Social Security number for our records; if you do not have one, you should apply immediately at your nearest Post Office. There is no charge to obtain this number.

After completing this application, make a photocopy for your records. All applications become the property of the Littleton #1650 Scholarship/Charity Fund, Inc.

**Awards**

All scholarships are in the form of certificates of award issued by the Littleton #1650 Scholarship/Charity Fund, conditioned upon the enrollment of the student in an undergraduate four-year degree program in an accredited US American college or university. (For the first two years of the four-year program, the student may enroll at a two-year college.) Upon receipt of the "Verification of Enrollment" form from proper school officials, a check for the amount of the award will be forwarded to the college or university to establish a credit for the student.

**Scoring**

The following Merit Standards will prevail:

Scholarship –ACT/SAT scores	450 points
Transcript	
Counselor Report	
Leadership – Employment	350 points
Community Service	
Honors/Awards	
Leadership	
Extracurricular Activities	
Recommendations, Completeness and Presentation of Brochure	
Essay	
Financial Need	<u>200 points</u>
Total	1,000 points

**Custodial Parent**

If your parents are divorced or separated, answer the questions for the parent you lived with the most in the past 12 months. If you lived with both parents an equal number of days in the past 12 months, count the parent who provided you with the greatest amount of support, financial as well as material. Material things would include cars, clothing, medical and dental payment, etc. If that parent has remarried, you must include the stepparent's information.

Note: If family has divorced or separated within past five years and the custodial parent has not remarried, you must provide financial information of non-custodial parent. If whereabouts are unknown or non-custodial parent is unwilling to comply, please explain in parental statement.

**Independent Student**

We will not accept an applicant as an independent student, unless the student is or has been a ward of the Court. We require a copy of a Court Document or a Notarized letter from an appropriate Court Agency (Social Services) certifying to such status.