

**LITTLETON #1650  
SCHOLARSHIP /CHARITY FUND, INC  
Application of Required Facts  
VOCATIONAL SCHOLARSHIP AWARD**

BASED ON VOCATIONAL SKILLS AND FINANCIAL NEED  
for the 2019-2020 academic year.

IMPORTANT: *Please read the attached procedures and general instructions  
before completing the form.*

*Application accepted anytime at the Littleton Elks Lodge #1650*

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

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

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

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

Are you applying as an independent student? (See Application Instructions) \_\_\_ Yes \_\_\_ No

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

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

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

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

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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 tax form. If you purposely give false or misleading information, your application will be disqualified. 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 publicity purposes without consent or compensation. **If you are applying as an Independent Student, signatures of the Parent(s) is not required.**

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

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

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

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**Date received:**

**School/s attended (9<sup>th</sup> through 12<sup>th</sup> grades)**

Name of School \_\_\_\_\_ Dates Attended \_\_\_\_\_

Does school offer vocational courses? \_\_\_ Yes \_\_\_ No Did you participate? \_\_\_ Yes \_\_\_ No

Graduation Date \_\_\_\_\_

**Your Post Secondary Plans**

School contact Information

Name of Technical School or Training Program \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Telephone \_\_\_\_\_

Anticipated Cost of Program \_\_\_\_\_ Length of Program \_\_\_\_\_

State your plans for enrollment in an accredited vocational school, American college or university. Include planned field of study, career aspirations, etc. (You may attach a continuation sheet)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you been granted scholarship aid? \_\_\_ Yes \_\_\_ No If yes, give details:

\_\_\_\_\_  
\_\_\_\_\_

Do you intend to apply for financial aid at the school you plan to attend? \_\_\_ Yes \_\_\_ No

If yes, give details:

\_\_\_\_\_  
\_\_\_\_\_

**Employment**

List the jobs you have held from November 1, 2018 through the current date. Include baby-sitting and work on a family farm or business, even if not paid. **Please list total hours worked; not average hours per week.**

Total Hours	Dates of Employment	Kind of Work	Name of Employer
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(Grand Total Hours of Employment)

## Student or Parental Financial Analysis

(If you have not filed your tax return, you must estimate your 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 include how long your parents have been divorced or separated. \_\_\_\_\_ Please read instructions on Custodial Parent  
 \*\*Please include stepparent's income in the appropriate sections. Please read instructions on Custodial Parent.

Whenever the word "Parent" (mother or father) is used, it also means "Stepparent". **If the Student is completing this portion of the application, the word 'Parent' also means 'Student'. The Student would start on Line D with their income. Insert N/A for Non Applicable sections.**

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

A. Father's \_\_\_ Stepmother's \_\_\_ 2018 annual income (earned from work).....\$ \_\_\_\_\_ (A)  
 B. Mother's \_\_\_ Stepmother's \_\_\_ 2018 annual income (earned from work).....\$ \_\_\_\_\_ (B)  
 C. Other taxable income from Parents' 2018 IRS 1040 (all schedules).....\$ \_\_\_\_\_ (C)  
 D. Parent(s)' Income.....\$ \_\_\_\_\_ (D)  
(A+B+C)

E. All taxable income not included above\*\*\* (including pensions, IRA/Keogh, 401K, 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 the applicant.

F. GROSS INCOME (total D+E).....\$ \_\_\_\_\_ (F)  
(D+E)

G. Number of dependent children living in your household..... \_\_\_\_\_ (G)  
 Name and age of dependent children \_\_\_\_\_  
 Note: Detail other dependent family members in parental statement.

H. Number of dependent children attending vocational school or college during academic year 2019-2020 on full time basis (excluding the applicant)..... \_\_\_\_\_ (H)  
 Name of family member and college \_\_\_\_\_

I. 2018 medical and dental expenses not paid by insurance.....\$ \_\_\_\_\_ (I)  
 (If over \$5,000, explain circumstances in parent statement)

J. Market value of home if you were to sell today.....\$ \_\_\_\_\_ (J)  
 Purchase Date of Home \_\_\_\_\_

K. Amount of unpaid mortgage.....\$ \_\_\_\_\_ (K)  
 L. Home equity.....\$ \_\_\_\_\_ (L)  
(J-K)

M. Farm or Business? \_\_\_ Yes \_\_\_ No Year Business started \_\_\_\_\_

N. Market value of farm or business if you were to sell today.....\$ \_\_\_\_\_ (N)  
 O. Amount of unpaid mortgage.....\$ \_\_\_\_\_ (O)  
 P. Farm or Business Equity (N-O).....\$ \_\_\_\_\_ (P)  
(N-O)

Q. % of ownership \_\_\_\_\_

R. Value of bank accounts.....\$ \_\_\_\_\_ (R)  
 S. Value of other investments(CD's,stocks,bonds,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

## Vocational Scholarship Student Application Instructions

### Application Guidelines

You must use the Vocational Scholarship Application form. It must be dated and signed by you and your parent(s) or guardian. Typewritten applications are preferred over handwritten submissions. Applications and all supporting documents must be in English or English translations.

### Completed Application

Your application must be in a **3-hole paper folder**. Elaborate bindings, clear plastic, and bulky coverings are discouraged. Do not include the instructional pages in your submission.

### Employment

List jobs held and community service performed from November 1, 2015, through the current date. Please list 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.

### Transcript and Qualification Scores

Include official, complete, current high school transcript of student grades. Transcript may be a photocopy that bears the original signature of the proper school authority. Also include official results or copies of required vocational school qualification scores. **It is the applicant's responsibility to ensure the scores are listed on the sealed transcript.**

### Letter of Recommendation

Include one letter of recommendation from a teacher, employer, or responsible community member. The letter may cover your abilities, work habits, leadership, personality, and integrity. Emphasize your qualities for the desired vocational training.

The letter may be original or photocopy 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.**

### Exhibits

Attach copies of exhibits of achievements in vocational achievements, scholarship, leadership, athletics, dramatics, community service, or other activities, but avoid repetition. Examples of exhibits include newspaper articles featuring the applicant or letters of commendation.

### 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, you would 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 payments, etc. If that parent has remarried, you must include that stepparent's information. **Note:** If the family has divorced or separated within the past five years and the custodial parent has not remarried, you must provide the financial information of the non-custodial parent.

### Independent Student

We will not accept an applicant as an independent student unless the student has graduated from high school and is not living with a Custodial parent or guardian.

## **Application Checklist and Order**

Arrange the submission in the following order:

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1. Completed Application (original, typed or neatly printed)
  2. Parental Financial Statement
  3. Official Transcript of Grades
  4. One Letter of Recommendation
  5. Copies of Exhibits
  6. Submit the application to: Littleton Elks Lodge #1650  
Vocational Scholarship Application  
Attn: Scholarship Committee  
5749 South Curtice Street  
Littleton, CO 80120
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