



# Mendocino College Classified Scholarship Application 2019 Instructions

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## CRITERIA FOR APPLYING

Deadline: July 15, 2019 by 5:00 p.m.

- *All scholarships are for enrollment at Mendocino College. They cannot be used at other community colleges or universities. Failure to enroll or dropping all classes after enrollment nullifies eligibility and your award must be repaid.*
- *The online Application form must be completely filled out, make sure to turn in your essay and letters of recommendation by the July 15, 2019 deadline.*

## SCHOLARSHIP REQUIREMENTS

All completed applications missing the essay or letters of recommendation will not be considered for a scholarship award.

- Online Scholarship Application - OPEN with Google or Chrome - Click here for link: <https://forms.gle/vFPmDoDmx4Hmyayo8>
- Student essay (please keep within one page only);
- Two Recommendation Forms (or you may substitute a form with a Letter of Recommendation) from a high school or college staff, instructor, employer or other relevant source). At least one Recommendation Form/Letter of Recommendation MUST BE FROM A HIGH SCHOOL OR COLLEGE STAFF OR INSTRUCTOR, unless you have been out of school for a long period of time.
- High school students MUST submit their high school transcripts.

## ELIGIBILITY INFORMATION

Scholarships are typically awarded based on some of the following criteria:

- Academic achievement and career or educational goal;
- Grade point average;
- Financial need;
- Full-time (12 units) or Part-time status (6 or more units), as determined by the donor;
- Service to the college, community groups, campus clubs, volunteerism & honors/awards.

## WHAT HAPPENS AFTER YOU APPLY

- The scholarship selection committee screens the applications for the most qualified student for each award.
- Scholarship applicants will be notified by mail once the screening process for all scholarships has been completed.
- Scholarship awards are not released until the following Fall semester. Proof of enrollment at Mendocino College will be verified the first week of the fall semester and a check will be mailed to your address of record. You may also make prior arrangements to pick up your check on Tuesday, August 20<sup>th</sup> after 1 p.m.

## RECOGNITION CERTIFICATE

We will mail a Certificate of Recognition to the address of record along with your award letter.

## QUESTIONS

Please contact one of the following Classified Scholarship Committee Members:

Karen Cavanaugh, 707-468-3107, Jana Rauch, 707-468-3043, Kim Pinson, 707-468-3170, Mary Houghton, 707-468-3005.



**Mendocino College Classified  
2019-2020 Scholarship Application**

**Handwritten Applications  
NOT ACCEPTED**

Mendocino College Student ID number (REQUIRED):

## Student Essay Form

**NOTE: YOUR ESSAY CANNOT BE LONGER THAN ONE PAGE.** Your essay should include the following information about why you are applying: 1. Why it is important for you to receive a scholarship 2. Your educational and career goals 3. Financial need 4. Any challenges you have overcome and 5. Why you are attending college. This information helps the Scholarship Committee make their selections. *Use the space below for your ONE-PAGE essay or attach a separate page (no smaller than 12 pt type).*



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**Extra Curricular Activities**

Mendocino College Student ID number (REQUIRED): \_\_\_\_\_

In the space below, list activities you are involved in such as volunteer work, athletics, community service, church, school clubs, student government, committee membership and charitable organizations or affiliations. You can also include any awards/honors you have received or any offices held. PLEASE DO NOT ATTACH COPIES OF ANY AWARDS OR CERTIFICATES.

**All Applicants MUST SIGN & DATE this certification section.**

1. I hereby certify to the best of my knowledge that all information furnished in this Application is complete and accurate.
2. I hereby authorize the release of information as may be required to determine my eligibility for scholarships.

**PRINT FORM AND SIGN BELOW** (A WET [handwritten] SIGNATURE IS REQUIRED TO PROCESS APPLICATION).

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

- Yes I hereby give my permission to use my photograph, my name and my comments in publicity efforts for Mendocino College which may include paid advertising in media, inclusion in class schedules and other informational print matter, and other general promotional efforts for Mendocino College and its programs.
- No

**OFFICE USE ONLY**

- |  |  |
|--|--|
| <input type="checkbox"/> GPA                               | <input type="checkbox"/> New Student Fall 2019   |
| <input type="checkbox"/> Current Units                     | <input type="checkbox"/> Re-Entry Student        |
| <input type="checkbox"/> Units Completed                   | <input type="checkbox"/> Recommendation Letters  |
| <input type="checkbox"/> Degree Applicable Units Completed | <input type="checkbox"/> Volunteerism            |
| <input type="checkbox"/> Transferrable Units Completed     | <input type="checkbox"/> High School Senior      |
| <input type="checkbox"/> MC Transfer/Graduation year       | <input type="checkbox"/> High School Transcripts |

**NOTES:**



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**Recommendation Form**

**PLEASE NOTE:** *One Recommendation MUST BE from an Instructor/Professor/Teacher/Faculty member.*  
Application filing period: 4/22/19 thru 7/15/19 by 5:00 p.m.

*Scholarship applicant fills out Part 1*

<b>PART 1 - APPLICANT INFORMATION</b> <i>(Please type or print.)</i>		
Last Name	First Name	Middle Initial
Mendocino College Student ID: _____	Phone Number _____	Date _____

*Evaluator fills out Part 2 & 3.*

<b>PART 2 - EVALUATOR'S INFORMATION</b> <i>(Please type or print.)</i>		
Instructor/Evaluator's Name (Please PRINT) _____	Relationship to Applicant _____	Daytime Telephone _____

**EVALUATOR:** *The Scholarship selection committees appreciate and depend on your careful appraisal of the above-named Applicant's potential. Your judgment about their potential in his/her stated major and/or career, as well as his/her personal characteristics, is especially important. Your recommendation should include as much information as possible. Please note any unusual circumstances in the comments section of this form. Attach a separate sheet if more space is needed—please DO NOT write on the reverse side of this form.*

<b>PART 3 - RATING</b> <i>(Please select one in each category)</i>						
Scholarship:	<input type="checkbox"/> Outstanding	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor	<input type="checkbox"/> Unable to observe
Potential in Career:	<input type="checkbox"/> Outstanding	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor	<input type="checkbox"/> Unable to observe

**COMMENTS:** *All information is confidential. Your comments about the applicant's scholarship, leadership, attitude, determination, ambition, financial need, etc. will be most helpful. You can return this completed form to the Applicant or, if you prefer, to the Classified Scholarship Committee (address listed below).*

\_\_\_\_\_  
Evaluator's Signature

\_\_\_\_\_  
Date: