

**AMERICAN BUSINESS WOMEN'S ASSOCIATION
PARK CITY CHAPTER**

SCHOLARSHIP GUIDELINES AND ELIGIBILITY REQUIREMENTS

DATE: November 21, 2021

ELIGIBILITY REQUIREMENTS

1. Applicant must be a resident of Rock County, Wisconsin and a United States citizen 30 days immediately prior to the date of his/her application.

1. Applicant must plan on attending either a college or an accredited technical school.

1. Park City Chapter of ABWA shall not discriminate against any qualified applicant by reason of age, race, creed, color, handicap, sex, national origin, ancestry, sexual orientation, arrest record, conviction record, membership in the National Guard, state defense force or any other reserve component or the military forces of the United States.

1. Applicants can apply even if they have a family member involved with Park City Chapter.

1. The following types of students will be considered: traditional or non-traditional students who will be a Freshman, Sophomore, Junior, Senior or Graduate student, or be a student enrolled in a full-time technical school program.

1. Applicant shall attend at a full-time status at least the first year at the institution he/she is planning on attending.

1. **Applicant must maintain/have maintained a grade point average of 2.5 or better on a 4.0 scale while attending high school.** Applicant shall attach a copy of his/her academic transcript of courses completed, including current semester grades (if available and/or applicable) to the scholarship application. Please make sure they are signed by the school staff.

1. Applicant shall submit a Student Profile Statement that is typewritten, consisting of no more than 300 words, stating his/her:
 - Future career goals
 - Work history
 - Any outstanding accomplishments in school or the community

This statement shall not address the applicant's financial need, marital status, age, race, creed, color, handicap, sex, national origin, ancestry, sexual orientation, arrest record, conviction record, membership in the National Guard, state defense force or any other reserve component or the military forces of the United States.

1. Applicant shall attach to his/her application **(3) three letters of reference**. One must be outside of school setting. The reference letter shall be no longer than one page, typewritten, and shall address how the author perceives the applicant. The letter shall not address anything mentioned in paragraph (8) above. The author of a reference letter shall be:
 - A Present/Former Teacher
 - A Mentor/Advisor/Coach
 - Community Service/Volunteer/Organization Member
 - Past or Former Employer

Applicant shall pick three of the four author categories. Please make sure (1) one reference is outside of the school system.

2. **Only one letter of reference can be submitted per author category and must be noted at the top of the letter, i.e. teacher, mentor, coach, community volunteer, employer.**

The application, with all attachments requested, shall be sent or hand-delivered to: **Janet Fugate, ABWA Education Chair, 2523 Linden Ave, Janesville, WI 53548**. Applications must be postmarked no later than **Monday, January 24, 2022**, or hand-delivered by **9:00 A.M., Friday, January 28, 2022**.

SCHOLARSHIP GUIDELINES

- A. In 2022, Park City Chapter of ABWA will award up to four/five scholarships, depending on our fundraising efforts.
- A. Scholarship recipients will be determined by a majority vote of the Park City Chapter members in good standing at the regular March business meeting.
- A. Scholarship funds shall only be used to cover tuition, books and school fees.
- A. Scholarship checks will be made out to the student and the institution for the fall enrollment.
- A. All applicants will be notified either orally or in writing by mid - March, 2022.
- A. Scholarship recipients will be recognized at one of the Park City Chapter meetings.