P.E.O. Chapter EB – Community College Scholarship Application

Please read these instructions carefully.

Please be sure that all pages are completed, and submit them in the following order:

1. **Application:** Complete accurately and completely. All documents are to be delivered to the Lincoln High School representative.
2. **Activity Summary**: Community and School Activities, please use form provided.
3. **Personal Essay**. Please DO NOT repeat information about your community involvement, school activities or awards that you have already mentioned in this application unless applicable.
4. **Letter of recommendation**. One letter of recommendation is required, a SCHOOL **or** NON-SCHOOL source.
5. **Transcripts**. Please submit the most recent copy of your transcript with your application (unofficial copies are acceptable).
6. **Financial Need Information**. Read carefully and have a parent complete. Please note that this page is optional.

If the Scholarship is awarded, the following procedures must be followed:

1. The student will receive an email from the P.E.O. Foundation listing the requirements to finalize the scholarship. Be aware of deadlines and documents needed. These include:
    a. Once enrolled in college, the student must obtain official verification of her enrollment from the registrar, certifying enrollment as a full-time student.
    b. The official verification of enrollment and a letter stating where the scholarship check should be mailed.
2. The student is expected to send a thank you note to P.E.O. Chapter EB and may be asked to visit and present a brief program about her education at a local chapter meeting.

A check will be mailed to the student ONLY after completion of the above requirements.

If the student has any questions she may contact:

P.E.O. Chapter EB Scholarship Committee

c/o Joanie West

Email joaniewest@prodigy.net
916-813-2446