

## 2018 Combined Scholarship Fund (CSF) Application

### A. Applicant's Eligibility

1. The Combined Scholarship Fund of Greater Fort Riley, Inc. (CSF) will award scholarships to qualified military family member applicants who wish to further their education toward an undergraduate or vocational degree.
2. Applicants must be a graduating high school senior, a currently enrolled college/vocational student, or a spouse pursuing an undergraduate college/vocational degree (possessing a High School Diploma or GED).
3. Applicants must be a family member (child or spouse) of an active duty, retired, or deceased military member, of the greater Fort Riley Community. Qualified family members may also apply if the military sponsor has been re-assigned to another geographic location (i.e., Korea, etc.) and the remainder of the family has stayed in the greater Fort Riley Community.
4. Applicants must possess a valid DD Form 1173 (not 1173-1) Military Identification Card.
5. Soldiers, including active duty, prior service, retired, national guard, and reservists, are ineligible to apply.
6. Students who attend a service academy are considered "active duty" and are therefore ineligible to apply. Students who receive a ROTC scholarship are only eligible to apply if the CSF scholarship can be applied toward tuition, room and board, or books.

### B. Conditions of the Scholarship Award

1. The scholarship is for undergraduate and vocational study only.
2. This is a merit-based scholarship, financial hardship is not evaluated.
3. The scholarship will be applied to the first school year following the award, to the 2018-2019 academic school year.
4. The scholarship is awarded for the payment of tuition, books, and room and board.
5. The school the student is attending must submit written proof of enrollment before funds can be disbursed. The funds must be remitted to an accredited college, university, vocational, or technical school above the high school level, operated and approved by a state or federal authority.
6. Each applicant may only apply for one scholarship category each year. Additionally, each applicant may only receive one scholarship per scholarship category (high school senior, college student, or spouse) in his or her lifetime.
7. Applicants must compete in their primary category. The primary category is most often determined by the reason the applicant has a military ID card and is eligible to compete. For instance, a high school senior who has a military ID card because she/he is a dependent child will compete in the high school senior category. However, a college student married to a soldier may compete in either the spouse category or the college student category, but not both. In such an instance, it is the applicant's responsibility to select which category to apply for.
8. The CSF reserves the right to deny any application where there is evidence of fraud or abuse.

### C. Procedure for Submitting Application

1. Applicants must complete and sign the scholarship application forms. Applicants must follow the instructions on pages 1 through 9 especially as they apply to the different scholarship categories (High School Senior, College Student, Spouse).
2. **The submitted application must include:**
  - Pages 1-9 of the application**
  - 375-400 word essay**
  - Guidance Counselor form (See note 8 below)**
  - Official Transcripts**
  - Proof of military dependency**
3. Submit these forms in the order listed above. Do NOT staple any of these forms. Do NOT print any application materials double-sided.
4. High school students will be evaluated solely on their high school level performance. High school seniors will **not** enter information about events, which occurred prior to the start of high school.
5. College/vocational school students will be evaluated solely on their college level performance. College/vocational school students will **not** enter any data or provide any information about events which occurred **prior to** the start of their college/vocational school training nor will they provide ACT or SAT scores or class rankings.
6. Spouses will provide all required academic performance information from when they entered high school through the present day. Spouses will provide information about extracurricular activities, awards, volunteer experience and work experience that has occurred within the last 3 years.
7. **Transcripts:** Official copies of transcripts are required, and must be provided in English. High school seniors will provide a copy of all their high school transcripts (Guidance counselors are to include transcript with the Guidance Counselor Form). College students will provide copies of all their college transcripts (**not** copies of high school transcripts). Spouses will provide copies of all college transcripts.

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8. **Guidance Counselor Form:** High school seniors are required to provide the Guidance Counselor Form on Page 7 to their High School Guidance Counselor. The completed form will be returned to the applicant in a signed, sealed envelope. The applicant is responsible for including the envelope in their scholarship application packet. **College students & spouses will not submit this letter.**
9. **Application Receipt and Missing Document Protocol:** The CSF will notify applicant upon receipt of application. If a required document is not included in application, CSF will attempt to notify applicant no more than 1 time. **If time permits, the applicant may mail in remaining documents so long as the completed application is postmarked by the March 9, 2018 deadline.**
10. **Essay:** The essay will be typed, contained on one page and be between 375 and 400 words. Essays will **not** contain any information that could identify the applicant (names, addresses, ranks, units, etc). All applicants must submit an essay. Please address the following question in 375-400 words:  

**How would you use your education to give back to the community you came from?**
11. Letters of recommendation are not required and will not be considered.
12. No personal identification (name, signature, etc.) will be placed on pages 4, 5, and 6 of the application nor will they appear on the essay.
13. Per paragraph C.3., required forms and documentation must be submitted in the correct order and will not be stapled, and will not be printed double-sided.
14. The application form and all required materials should be mailed to the Combined Scholarship Fund, P.O. Box 2082, Fort Riley, KS, 66442. Applications must be received or postmarked **no later than March 9, 2018. All applications must be mailed and postmarked.**
15. Failure to follow application instructions, including submitting an incomplete application, may result in immediate disqualification.

### **D. Selection of Scholarship Recipients**

1. Applications will be assigned a number and all identifying information will be blacked out. Applications will remain anonymous to the Judging Committee members. The first 3 pages of the application will be removed for the judging process and all information will be treated in a confidential manner.
2. Academics, extracurricular activities, leadership, community volunteerism and employment will be considered in evaluating applicants.
3. In early April, each applicant will be notified by mail of the CSF's decision. An Awards Ceremony will be held May 3<sup>rd</sup> to honor scholarship recipients. Scholarship recipients are required to attend, or if unable, are required to send a representative on their behalf. **Scholarship funds will be forfeited for no-shows.**
4. Scholarships must be redeemed by February 15, 2019 or scholarship funds will be forfeited.
5. If you have any questions about this application or the scholarship, please email questions to: scholarship@combinedscholarshipfund.org

**E. K-State/Fort Riley Partnership Scholarship Program.** High school senior applicants, interested in attending Kansas State University and competing for Partnership Scholarships, may do so by filling out & signing as indicated on page 8 of this application. Parental/legal guardian signatures are also required. This program provides additional, partial scholarships, which are funded solely by K-State for attendance at K-State. Choosing to compete does not preclude competing for a CSF scholarship. No fees are involved in this process. No additional forms are required. The CSF will provide K-State with the applicant's academic information for the purposes of determining scholarship eligibility. The CSF will notify all applicants about the final status of their consideration for a K-State/Fort Riley Partnership Scholarship. Winners are chosen by K-State. Scholarships are awarded at the May CSF Awards Ceremony.

*I have read and understand the procedures for submitting an application to the Combined Scholarship Fund.*

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

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Photo Release:** I agree that CSF may use such photographs of me for any lawful purpose, including for example such purposes as publicity, advertising and Web content.

I have read and understand the above: Signature \_\_\_\_\_

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### PERSONAL INFORMATION

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Current Education Status/Applicant Category:**  High School Senior  College Student  Spouse

#### **High School Information:**

Name: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

#### **Current College Information (College Student):**

Name: \_\_\_\_\_ Graduation Year: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

**Sponsor's Name & Rank:** \_\_\_\_\_

**Check Sponsors Category:**  Active Duty  Retired  Deceased

**Sponsor's Address:** \_\_\_\_\_  
Street

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Have you been awarded a CSF Scholarship before?** No \_\_\_\_\_ Yes \_\_\_\_\_ if yes, which category \_\_\_\_\_

**You may only apply for one category each year. You are limited to receive one scholarship per category in your lifetime. For example, if you received a CSF Scholarship last year as a currently enrolled college student and you are now a spouse, you may apply for a scholarship in the spouse category. You may not apply in the currently enrolled college student category.**

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## 2018 Combined Scholarship Fund (CSF) Application

### 1. High School Seniors:

Class Rank: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_ SAT Score: \_\_\_\_\_ ACT Score: \_\_\_\_\_

### 2. College Students:

College Cumulative GPA: \_\_\_\_\_

### 3. Spouses:

High School Cumulative GPA: \_\_\_\_\_ College Cumulative GPA: \_\_\_\_\_

**4. High School Seniors:** List all high schools attended in chronological order. **College Students:** List all colleges/vocational schools attended in chronological order. **Spouses:** List all high schools and colleges attended in chronological order.

<i>School</i>	<i>Location</i>	<i>Dates</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**5. List schools to which you have applied or plan to apply. Indicate if already accepted. (Not required for applicants already enrolled in college)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**6. What will be or is your major field of study?**

\_\_\_\_\_

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**7. List extracurricular activities:** Include clubs, organized sports, scouting, hobbies, special interests, etc. List leadership positions held and approximate dates of involvement. Attach extra sheets as needed. High school seniors will not list any items that occurred prior to the start of high school. College students will not list any items that occurred prior to the start of College/vocational School. Spouses will provide information about events that have occurred within the last 3 years.

*Name of Activity*

*Position Held*

*# of Year (s)*

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**8. List honors and awards:** List, and if available send: certificates of appreciation, volunteer awards, student activities awards, other school, volunteer, employment and appreciation awards that you may have received. Attach extra sheets as needed. High school seniors will not list any items that occurred prior to the start of high school. College students will not list any items that occurred prior to the start of College/vocational School. Spouses will provide information about events that have occurred within the last 3 years.

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**9. List job experience and any volunteer positions:** Include FRG, the Red Cross, Thrift Shop, Fort Riley Spouses Club, church activities, etc. Attach extra sheets as needed. High school seniors will not list any items that occurred prior to the start of high school. College students will not list any items that occurred prior to the start of College/vocational School. Spouses will provide information about events that have occurred within the last 3 years.

<i>Job Title and/or Volunteer Position</i>	<i>Organization (indicate volunteer or job)</i>	<i>Number of Hours</i>

This application must be postmarked no later than March 9, 2018. Mail the application forms and all required information to:  
**Combined Scholarship Fund**  
**P.O. Box 2082**  
**Fort Riley, KS 66442**

## 2018 Combined Scholarship Fund (CSF) Application

### GUIDANCE COUNSELOR INFORMATION SHEET

The following named student is a candidate for one of the several scholarships administered by the Combined Scholarship Fund of Greater Fort Riley. Your evaluation will become part of the student's confidential file intended for use by the selection committee. Please attach a copy of the student's secondary school transcript for grades 9-12 with **honors classes clearly marked**. Please place this form in a sealed envelope and sign over the seal. Return this form to the applicant as soon as possible so that he/she can include it in the application package. The application package must be postmarked by the applicant no later than **March 9, 2018**.

Name of Student: \_\_\_\_\_

1. Student's cumulative grade point average through the first semester of the 12<sup>th</sup> grade based on a:

4.0 scale: \_\_\_\_\_ OR numerical average (99.9): \_\_\_\_\_

2. Student's Scores: SAT \_\_\_\_\_ ACT \_\_\_\_\_ SCAT \_\_\_\_\_ PSAT \_\_\_\_\_

3. Guidance Counselor's assessment of the student's character and conduct:

Superior       Above Average       Average       Less than Average

4. Please provide any other relevant comments on student's character or personality. (Please keep comments to the space below).

Signature: \_\_\_\_\_

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

Name (print): \_\_\_\_\_

Telephone: \_\_\_\_\_

School Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

**Please return this form  
directly to the applicant in  
a sealed envelope with your  
signature over the flap.**

*If you have any questions concerning this application, please contact the Combined Scholarship Fund Co-Chairs,  
Alyssa Faughnan and Amy Schardt, at [combinedscholarshipfund@gmail.com](mailto:combinedscholarshipfund@gmail.com)*

## 2018 Combined Scholarship Fund (CSF) Application

### SCHOLARSHIP AGREEMENT FORM

Return completed application to the following address, post marked by **March 9, 2018**:

**COMBINED SCHOLARSHIP FUND  
P.O. BOX 2082  
FORT RILEY, KS 66442**

I certify that the information in this application is accurate to the best of my knowledge, and that my accompanying essay is entirely of my own effort. If I accept a scholarship awarded through the Combined Scholarship Fund, I agree to abide by all "Conditions of the Scholarship Award" set by the CSF as stated on the previous pages. Should I not fulfill these requirements, I agree to return all awarded monies to the Combined Scholarship Fund.

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

**Parent Signature:** \_\_\_\_\_

**Military Sponsor's unit:** \_\_\_\_\_

**Military Sponsor's unit address:** \_\_\_\_\_

\_\_\_\_\_

**Sponsor's Phone (Rear Det. where applicable):** \_\_\_\_\_

### K-STATE/FORT RILEY PARTNERSHIP SCHOLARSHIP PROGRAM

High school senior applicants interested in attending Kansas State University and competing for Partnership Scholarships, may do so by filling out & signing as indicated below. Parental/legal guardian signatures are also required. This program provides additional, partial scholarships, which are funded solely by K-State for attendance at K-State. Choosing to compete does not preclude competing for a CSF scholarship. No fees are involved in this process. No additional forms are required. The CSF will provide K-State with the applicant's information for the purposes of determining scholarship eligibility. The CSF will notify all applicants about the final status of their consideration for a K-State/Fort Riley Partnership Scholarship. Winners are chosen by K-State. Scholarships are awarded at the May CSF Scholarship Ceremony.

I (print name) \_\_\_\_\_ wish to participate in the K-State/Fort Riley Partnership Scholarship Program. I understand this in no way impacts my participation in the CSF Scholarship Program and that no additional fees or forms are required. I understand that Partnership Scholarships are intended for use at K-State only and that I am in no way required to accept a Partnership Scholarship. I understand that by signing below I am granting permission for the CSF to share the information contained in my scholarship application with the K-State Partnership and that it will be used solely for the determination of scholarship eligibility.

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

**Parent/Legal Guardian Signature:** \_\_\_\_\_

*If you have any questions concerning this application, please contact the CSF Co-Chairs,  
Alyssa Faughnan and Amy Schardt, at [combinedscholarshipfund@gmail.com](mailto:combinedscholarshipfund@gmail.com)*



## 2018 Combined Scholarship Fund (CSF) Application

### **“Tell us about yourself”**

This section will assist with assigning of scholarships that require specific requirements and will be not be considered in the judging process. Include information that is not already included, that you feel will be valuable in helping us to get to know you better.