

**Baldwin Elementary PTA
Senior Scholarship**

**2017/2018
Application Packet**

1. Policies & Procedures
2. Authorization Form
3. Application Form

Applicants must have attended Baldwin Elementary School and have a High School Grade Point Average (GPA) of 'B' or better.

To apply:

1. Submit:
 - a. Completed and Signed Authorization Form
 - b. Completed Scholarship Application Form
 - c. Essay
2. All applications shall be submitted in an envelope clearly marked "Baldwin Scholarship Committee." Submit forms by the due date to the Baldwin Elementary front office or mail to "Baldwin Scholarship Committee" 12200 Meridian Park Blvd, Austin, TX 78739.
3. Scholarship recipient(s) will be notified by email in February.

**Application Deadline:
Postmarked/delivered no later than December 15, 2017**

Baldwin Elementary PTA Senior Scholarship Policy and Procedures

Policy

The Baldwin Elementary PTA seeks to recognize former Baldwin students with a scholarship for post-high school educational opportunities to recipients who have demonstrated a strong commitment to education and their community.

Scholarship Amount

The minimum amount of the scholarship will be \$500.

Timeline

- August/September - Selection committee meets to finalize and make changes to the Scholarship Procedures Manual if needed.
- September PTA General Meeting - Changes to the procedure manual, if any, presented to membership for vote.
- October 15 – Application window opens no later than this date.
- December 15 – Application window closes.
- February 15 – Determination of scholarship recipient(s) made no later than this date.
- February 17 – Recipient(s) notified of decision by email.
- Fifth grade graduation ceremony (or a PTA general meeting) – Awards and recognition of scholarship recipient(s).

Process

- Applicant will fill out an application packet (application form, essay requirement). Applicant shall include his/her name ONLY on the cover page.
- Applicant and/or parent if applicant under 18 will sign an attestation asserting:
 - the number of years he/she attended Baldwin Elementary and
 - his/her GPA at the end of their junior year was a 'B' or better.
- Applications will be mailed to Baldwin Scholarship Committee, 12200 Meridian Park Blvd, Austin, TX 78739 or dropped off in Baldwin's front office. All applications shall be submitted in an envelope clearly marked "Baldwin Scholarship Committee".
- Receipt of application:
 - All applications will be marked with date received and assigned a file number by person not involved in the selection process. The file number will be entered on each page of the application packet.
 - The application page (with candidate's name) will be separated from the application packet and held until final selection is made by the selection committee based exclusively on the assigned file number.
 - If the applicant's name is on other pages of the application, the person who assigns the file number shall redact the name from those pages.
 - Only after the selection committee has determined the application(s) to be awarded the scholarship(s) will the application page(s) be rejoined with the evaluation packet(s) and the candidate(s) name(s) be revealed.

Award Criteria

- Years at Baldwin (YAB) - The number of years each applicant attended Baldwin (1-6) [Pre-K shall not count] shall be multiplied by 1.67 to determine the YAB award points. (max value 10)
- Documented Service hours² (DSH) (max value 10)
- Extra-Curricular/Work activities (ECW) (max value 10)
- Essay Points (EP) – The selection committee shall evaluate the essays of each applicant and assign points to each essay in the range of 1 to 10. (max value 10)
- The student(s) with the highest number of points shall be the recipient(s) of the scholarship(s). (YAB+DSH+ECW+EP= total award points)

These award criteria are subject to change from year to year, but will not change once the application process is open.

Award

The recipient(s) shall be offered the opportunity to attend the fifth grade graduation ceremony or another public school or PTA meeting to be recognized for receiving the scholarship. Attendance at that meeting by the recipient is recommended, but not required.

² Documented Service hours are those hours which can be verified with a third party (e.g. Boy Scouts, Girl Scouts, School, civic organization, church etc.)

**Baldwin Elementary PTA Senior Scholarship
Student Parent Authorization Form**

I hereby authorize the Baldwin Scholarship Selection Committee to access and review my records as necessary, or contact the organizations listed to verify the information submitted. I understand if I am selected for a scholarship I will be required to provide my grades (as of the end of my junior year) and my full name will be released and posted on the Baldwin PTA website for a minimum of two (2) years.

Today's Date _____

STUDENT NAME _____

Student Email _____

Signature _____

(If student is under 18 years of age)

PARENT NAME _____

Parent Email _____

Signature _____

Email and signatures must be on THIS FORM and the scholarship application must be complete in order to be eligible for consideration.

Official Use Only: Graduating Senior: _____ Baldwin Attendee: _____ GPA: _____ Date Received: _____ File ID: _____

Baldwin Elementary PTA Senior Scholarship Application Form
Minimum Requirements: Baldwin Attendee, Graduating Senior, GPA 'B' or better

Name _____
Last First Middle

Address _____ City _____ State _____ Zip: _____

Phone _____ Student Email address _____

Name of Parent/Guardian _____

Address _____ City _____ State _____ Zip: _____

Phone _____ Parent Email address _____

Years I attended Baldwin: _____

GPA (as of end of Junior year): _____

I attest that all information provided in this application packet is correct and if I am awarded a scholarship I will use it for IRS 529 eligible expenses.

Student Signature

Parent Signature (if student under 18)

Date

All three parts of this application must be included:

- 1) Essay
- 2) Extra-Curricular/Work Activities
- 3) Community Service

Part 1. Essay

On a separate sheet of paper, please type your answers to the following question and staple your essay to the back of this application. Do not use your name or your parents' names in the essay. Please limit your overall response to 400 words or less.

Why are you deserving of this scholarship?

How do you intend to use the scholarship funds?

How did your time at Baldwin impact your educational experience?

File ID _____

