

Virginia Smith Trust Scholarship Application 2018 – 2019



In memory of E. E. Smith, Ursula Smith, Cyril E. Smith and Virginia Smith

Smith Family Scholarships

Virginia and Cyril, sister and brother, grew up in Merced between 1900 and 1924. Their family home still stands on Courthouse Square. Virginia went to Dominican High School and college in San Rafael and spent her adult life in San Francisco. Cyril graduated from high school in Merced and then studied in Europe and at the University of California, Berkeley, where he earned a Ph.D. in History. Each honored Merced with the wonderful gift of a scholarship trust, both of which are in memory of the entire Smith Family.

DEADLINE: 4:30 pm on Friday, April 13, 2018

No exceptions!

*Completed application and all supporting documents
must be received by the Smith Family Scholarship Office
prior to the deadline.*

Contact:

Lori Ward
Smith Family Scholarships Office
Merced County Office of Education
632 West 13th Street Room C1
Merced, CA 95341

Email: VirginiaSmith@mcoe.org
Phone: (209) 381-6604
Fax: (209) 381-6767
www.mcoe.org/smith

Scholarship Eligibility:

1. Did you attend a public high school in the city of Merced for at least three full years?
2. Will you have at least 60 college units satisfactorily completed by the start of the fall semester?
3. Is your cumulative college GPA 2.80 or higher, on a 4.00 system, for all college work attempted? For renewal applicants, have you maintained a cumulative GPA 2.80 or higher, on a 4.00 system, for the school year 2017-18?
4. Will you be attending a college in the state of California, accredited by W.A.S.C., *excluding community/junior college*?
5. Will you be a full time student next school year? (12 units undergrad, 8 units graduate, or equivalent)

If you answered "NO" to any of the above, you do not qualify for this scholarship program.

Criteria for Selection:

In addition to the requirements listed above, applicant must demonstrate that he or she is worthy, deserving, and in need of financial assistance.

Worthy: A student who demonstrates academic potential and has adequate or great merit, character or value.

Deserving: A student who has earned recognition through good citizenship and is qualified or considered as a result of one's actions.

Needy: A student who lacks a financial advantage, being in want.

Scholarships are awarded in recognition of outstanding prior achievement, promise of future academic excellence and successful completion of studies. Please be assured that all applications will receive appropriate consideration. The circumstances of each case shall be considered individually and the decisions of the Trustees shall be final.

Scholarships to be Awarded:

To implement the requirements of this Trust, a scholarship committee of the Merced County Board of Education shall consider all applications and submit its recommendations to the Trustees of the Trust for final approval. Screening and selection shall be done by the Trustees, **AND ALL DECISIONS SHALL BE FINAL**. The number of scholarships to be awarded each year, the recipients and the amounts of the individual scholarships are based upon the earnings of the trust and are decisions of the Merced County Board of Education acting in its capacity as the Virginia Smith Scholarship Board and Trustees. Priority will be given to those students who have proven their personal dedication to obtaining an education, those who have been self-supporting, especially those who have worked and/or volunteered while attending school and who have supported families.

The Scholarship Committee, or their delegates, shall perform such functions as may be deemed necessary to verify the information submitted by each applicant.

Scholarship Payments:

Scholarships are paid in two installments (August, January) when the school is on the semester system and in three installments when the school is on the quarter system (August, January, March).

First scholarship installment is sent to the Financial Aid Official at the recipient's school after the Trust receives the following documentation:

- Proof of completion of full-time equivalent in the preceding term/school year
- Proof of 2.80 GPA or higher in the preceding term/school year and
- Proof of full-time enrollment for the award term at a public or private institution of higher learning, excluding community or junior colleges, in the State of California, which is accredited by the Western Association of Schools and Colleges.

Application Requirements:

Please read all instructions carefully and save this page for future reference. DO NOT leave blanks. You MUST write/type "N/A" for each question that does not apply to you.

- All applicants, new and renewal, must fill out and submit a completed application with supporting documents each year.
- Applicant must have attended a public high school within the city of Merced for a minimum of three years.
- New and renewal applicants must have 60 college units and/or junior status, and must have applied for admission to a public or private institution of higher learning, in the State of California, which is accredited by the Western Association of Schools and Colleges, excluding community or junior colleges.
- Applicant must have a cumulative grade point average (GPA) of not less than 2.8. Once awarded, recipients must maintain a 2.8 GPA and full-time enrollment for the academic year awarded. If an uncharacteristic drop occurred in your GPA, explain cause, (i.e. death in family, prolonged illness, etc.), on a separate sheet and attach to your application.
- New applicants must submit an **official** high school transcript (sealed in an envelope by the high school) to verify three years of enrollment.
- New applicants must submit **official** transcripts of all college work, including transcripts of the first semester/quarter of the current school year.
- Renewal applicants must submit **official** transcripts of all college grades not previously submitted, including transcripts of the first semester/quarter of the current school year.
- All applicants must submit a copy of their Expected Family Contribution (EFC) as determined by the Free Application for Federal Student Aid (FAFSA) or the California Dream Act Application. The EFC may be obtained once the FAFSA or California Dream Act application is filled out completely and submitted.
- All applicants must submit a signed letter of introduction, which may include the applicant's personal history, why applicant is deserving of a scholarship, and provide examples that speak to applicant's character.
- New applicants must submit a minimum of two (2) current letters of recommendation (written within six months of application deadline) from people who are not relatives of the applicant. The letters of recommendation must include the applicant's character and/or core values **and must be signed and dated by the author**. Renewal applicants are not required to and may submit letters of recommendation.
- An **original ink signature** of the applicant and a spouse or at least one parent, on the last page of the application is required.
- Applicants must complete **all** divisions of the form in as much detail as possible. If you do not have the capability of completing the application using your computer, please print the application and use a typewriter or **print** in blue or black ink. **Complete all blanks on the application. If the item is not applicable, please enter "n/a"**.
- **Application Deadline: 4:30 pm on Friday, April 13, 2018.** We must receive the completed application and **all** supporting documents on or before 4:30 pm on Friday, April 13, 2018. Please understand that correct and complete information is the applicant's responsibility. Your application will not be considered unless all instructions are followed and all accompanying data is received by the deadline.

Virginia Smith Trust Scholarship
Frequently asked questions and answers.

1. Do I need to send a high school transcript every year?

The high school transcript is only required the first year that you are awarded the scholarship.

2. What happens to information I send in?

The information is only used for evaluating your application for a scholarship for the year applied. All documents are shredded. We do not have any old records you may have sent in with a previous application.

3. What is a "supporting party"?

“Supporting party” refers to the person or persons who assist you in affording to go to school. This is typically your parent(s), guardian or your spouse, if married.

4. I am applying for several schools but am not sure which one I will attend.

List the schools to which you have applied. If selected for a scholarship, you will need to let us know which school you select, as awards are mailed to the school, not the student. Don't forget to keep us informed of your mailing address while attending school.

5. What is considered "full-time"?

Twelve (12) units undergraduate and eight (8) units in a graduate program, per semester (two quarters) or full-time enrollment in a professional school - (medical, dental, law, etc.). Summer school does not count toward a school year for this scholarship program.

6. I received the scholarship last year. Do I need to reapply?

Yes, all applicants, new and renewal, must submit a new application each year.

7. When are payments sent?

Scholarships are paid in two installments (August, January) when the school is on the semester system and in three installments when the school is on the quarter system (August, January, March).

These are mailed to the school only after all necessary documentation is received that a student qualifies at the time of the payment. The first payment is typically sent in August, the second typically in January, the third in March. These dates may change.

Smith Family
 Scholarships Office
 632 W. 13th Street Room C1
 Merced, CA 95341
 Phone: (209) 381-6604
 Fax: (209) 381-6767

Virginia Smith Trust Scholarship Application 2018 – 2019



Virginia Smith Trust administered by the Merced County Board of Education
 In Memory of E. E. Smith, Ursula Smith, Cyril E. Smith, and Virginia Smith

Applicant Information				
First:	I am applying as a:	In 2018-2019, I will be a:	Office Use Only Date Received	
Last:	<input type="checkbox"/> New Applicant	<input type="checkbox"/> Undergraduate		
Middle:	<input type="checkbox"/> Renewal Year last received:	<input type="checkbox"/> Post Graduate		
Mailing Address:	Date of Birth: / /	Place of Birth:	Student ID Number:	
Age Now:	Marital Status:		Number of Dependents:	
Address While in School:	<input type="checkbox"/> Married <input type="checkbox"/> Widowed	Maiden Name:		
	<input type="checkbox"/> Single <input type="checkbox"/> Divorced	Telephone Number:		
E-mail:				

Student Statement
Explain why you believe you qualify for consideration.

High School Record of Education & Activities				
Attach a School Activity Sheet. Do not repeat if this is a renewal request. New applicant must provide an official high school transcript.				
High School Name and Address:	Attendance	Dates Attended	GPA	School Activities
1.	<input type="checkbox"/> 9 th <input type="checkbox"/> 10 th <input type="checkbox"/> 11 th <input type="checkbox"/> 12 th			
2.	<input type="checkbox"/> 9 th <input type="checkbox"/> 10 th <input type="checkbox"/> 11 th <input type="checkbox"/> 12 th			

College(s) Record of Education & Activities (list most recent first)

Attach a separate sheet if necessary.

College Name and Address:	Units Completed	Dates Attended	Cumulative GPA	School/Service Club Activities
1.				
2.				
3.				

Graduation date (actual or expected) from undergraduate studies - Bachelors:

Graduation date (actual or expected) from Graduate Studies - Masters:

Graduation date (actual or expected) from Doctorate/Other Program(s):

List Program:

Application(s) Submitted to Institutions of Higher Learning

Rank in order of preference.

Institution or School Name & Address (City & State)	System		Date Application Submitted	Acceptance Received	
	Semester	Quarter		Yes	No
1.	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

Plans and Goals

Educational Goal(s) – List your major or the degree(s) you wish to obtain (attach additional sheets if necessary)

Professional Career – List your professional career goals and ambitions for the future (attach additional sheets if necessary).

Community Service, Service Clubs and Volunteer Activities

List community service, service club activities and volunteer activities. Include dates and approximate hours per week.

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Employment/Internship Record

The last 3 years of work experience/internship, please include work with family business and volunteer.

Employer Name and Address (City & State) List most recent first.	From Mo./Yr.	To Mo./Yr.	Approx. Hrs Per Week	Pay Per Hour	Approximate Total Earnings Per Month
1.					
2.					
3.					
4.					
Employer Name and Address (City & State) Future: (while in school)	From Mo./Yr.	To Mo./Yr.	Approx. Hrs Per Week	Pay Per Hour	Anticipated Earnings
1.					
2.					

References

List persons, other than family, that can support information in your application. References DO NOT have to be restricted to school officials.

Name, Title, Business/Organization	Address	Telephone Number
1.		
2.		
3.		

Adult Dependents

List names and ages of adults you are financially responsible for.

Name	Age	Name	Age

Parent(s)/Guardian(s)/Spouse's Information

To be completed by dependent and independent students.

Father's Last Name:	Telephone Number:	Occupation:
Father's First Name:		
Mother's Last Name:	Telephone Number:	Occupation:
Mother's First Name:		
Spouse's Last Name:	Telephone Number:	Occupation:
Spouse's First Name:		

**Supporting Party Information
Names and Ages of Dependents.**

Do not include applicant.

Name	Age	Name	Age

Supporting Party Dependents Currently Pursuing Post-Secondary Education

(Supporting Party defined in Application FAQ Item #3) Attach a separate sheet if necessary.

Name	Age	Post-secondary Education?	Name & Location of Institution (City and State)
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Financial Information

Either parents/guardians or spouse/self, if self-supporting. If self-employed, please indicate.

Assets	Liabilities
Real Estate	Real Estate Mortgage
Securities	Loans
Cash	Other Obligations
Other	Misc.
Total	Total

Employer Information for Supporting Party

Include the last 3 years, most recent first. Attach a separate sheet if necessary.

Employer Name & Address	From	To	Telephone Number
1.			
2.			
3.			
4.			

Estimated Financial Need. How Will you Pay for School?
Please list anticipated expenses at school of first choice. Attach a separate sheet if necessary.

Where Will you be Living?	Expenses	Amount
<input type="checkbox"/> At Home <input type="checkbox"/> On Campus <input type="checkbox"/> Off Campus <input type="checkbox"/> Relatives	Total Cost: List anticipated amount you will need for the year. Include the cost of tuition and expenses such as books, transportation and housing.	
How will you pay for school? (Attach a separate sheet if necessary.)		
List grants, scholarships and all other financial assistance including employment, gifts and parental/guardian assistance.		
		-
		-
		-
		-
		-
		-
		-
Net Amount Needed for School. Calculate the new amount you will need by subtracting your funding from the total cost.		

Expected Changes in the 2018-19 School Year
Attach a separate sheet if necessary.

List approximate. month and year, then briefly explain expected change.

Unusual Circumstances (Optional)
Attach a separate sheet if necessary.

Explain any unusual circumstances not previously mentioned in the application.

The Virginia Smith Trust does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to scholarships. The Merced County Superintendent of Schools, 632 West 13th Street, Merced CA, (209) 381-6601 has been designated to handle inquiries regarding the non-discrimination policy.

By signing below, I certify that the information provided in this scholarship application is a statement of fact.

Applicant's Signature: _____ Date: _____

Spouse's Signature: _____ Date: _____

Supporting Party's Signature: _____ Date: _____

Supporting Party's Signature: _____ Date: _____

**Virginia Smith Trust Scholarship
Application Checklist
2018 - 2019**

DEADLINE: FRIDAY, APRIL 13, 2018, at 4:30 p.m.

Completed application AND all supporting documents must be received in the Trust Office by the deadline.
NO EXCEPTIONS.

NEW APPLICANTS - Final Checklist, Have You:

- Filled in all questions that did not apply with “n/a”
- Included **official** high school transcript (sealed in envelope by high school)
- Included **official** transcripts from **ALL** colleges attended
- Included a copy of your Expected Family Contributions determined by FAFSA/Dream Act Application
- Listed all colleges attended
- Listed all scholarships, grants, income and/or financial assistance on page 5 of the scholarship application
- Included a signed letter of introduction
- Included a minimum of 2 current signed letters of recommendation (written within six months of application deadline)
- Signed application and obtained signatures of all other parties

RENEWAL APPLICANTS - Final Checklist, Have You:

- Included most current **official** transcripts
- Included a copy of your Expected Family Contribution as determined by FAFSA/Dream Act Application
- Listed all scholarships, grants, income and/or financial assistance on page 5 of the scholarship application
- Included a signed letter of introduction
- Included 2 – 3 signed letters of recommendation (optional)
- Signed application and obtained signatures of all other parties

Submit completed application and supporting documents to:

Lori Ward
Smith Family Scholarships Office
Merced County Office of Education
632 West 13th Street Room C1
Merced CA 95341

Email: VirginiaSmith@mcoe.org Phone: (209) 381-6604 Fax: (209) 381-6767

DEADLINE: FRIDAY, APRIL 13, 2018, at 4:30 p.m.
Virginia Smith Trust Scholarship

VOLUNTARY SELF-IDENTIFICATION

Virginia Smith Scholarship applicants are invited to participate in voluntary self-identification by reporting your status in the following categories. In extending this invitation you are also advised that you are under no obligation to respond; responses will remain confidential and will be separated from your scholarship application upon receipt. Virginia Smith Scholarship Trust and its officers value diversity. Not providing this information will have no bearing on your application and will not subject you to any adverse treatment or consideration. The information requested will be used to ensure that the Virginia Smith Scholarship Trust issues scholarships in a non-discriminatory manner in compliance with its non-discrimination policies.

Thank you for your participation!

Gender: Male Female Decline to state

Race: *(check one)*

- White** *(not of Hispanic origin)* – All persons having origins in any of the original peoples of Europe, North Africa or the Middle East.
- Black** *(not of Hispanic origin)* – All persons having origins in any of the Black racial groups of Africa.
- Hispanic** – All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
- American Indian/Alaskan Native** – All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.
- Asian/Pacific Islander** – All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.
- Mixed Race** – All persons who primarily identify with two or more of the above race/ethnicity categories.
- Decline to state**

Military Status: *(choose all that apply)*

- Disabled Veteran**
- Recently Separated Veteran**
- Active Duty Wartime or Campaign Badge**
- Armed Forces Service Medal Veteran**
- I am a protected Veteran but do not want to identify the classification in which I belong.**
- I am not a protected Veteran**
- I am NOT a Veteran**

Military Discharge Date: _____