

# **The Manchester Scholarship Foundation, Inc.**

## **Adult Learner Scholarship Application Information**

### **What is the Adult Learner Scholarship?**

The Adult Learner Scholarship is a renewable scholarship awarded to eligible part-time adult students.

Scholarships are initially awarded for two academic terms and will pay the school or college up to \$600 for those taking one course and up to \$1000 for those taking two or more courses.

Subject to presentation of evidence of satisfactory progress, scholarships will be continuously renewed for three terms per year ( Fall, Spring, Summer) until the applicant has completed his or her degree or course of study.

The number of scholarships awarded at any given time will depend on the funds available.

### **Who is eligible to apply?**

Anyone at least twenty-one years of age and a Manchester resident for at least six months at the time of application and who has been accepted for admission to a college or other accredited post-secondary school.

### **What are the scholarship criteria?**

The criteria include the following:

- Demonstrated financial need
- Clarity and seriousness of educational objectives
- Evidence of ability to honor commitments

### **How are scholarships awarded?**

Adult Learner scholarships are awarded on the basis of the information provided in the completed Application (including all required attachments). In addition, the Selection Committee may require a personal interview.

Applicants will be notified of the decision of the Selection Committee within four weeks of the application deadline date.

The Manchester Scholarship Foundation does not discriminate against applicants on the basis of race, creed, color, national origin, sex, disability, sexual orientation, marital status, or source of income.

# Application Instructions

This application consists of the Application Form and *all required attachments*:

- evidence of acceptance by school or college
- references
- personal statement essay
- copy of income tax return

Applicants are responsible for submitting the completed application by the deadline indicated. The Manchester Scholarship Foundation reserves the right not to process applications found to be late or incomplete as of the application postmark deadline.

Applications must be postmarked by:

**Monday, April 23, 2012** for scholarships for Fall Semester 2012

Applications must be mailed to:      Adult Learner Scholarships  
The Manchester Scholarship Foundation, Inc.  
P. O. Box 51  
Manchester, CT 06045-0051

If you have any questions, please contact Carol Powell by telephone at 649-2153  
or e-mail at [johnp@cox.net](mailto:johnp@cox.net)



**School or College you are or will be attending:**

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

**Evidence of acceptance by school or college.**

Please attach a copy of your letter of admission or your most recent grade report.

What is your program of study and/or intended major? \_\_\_\_\_

What career, occupation, or profession are you planning to pursue? \_\_\_\_\_

How long do you expect to take to attain your education goals? \_\_\_\_\_

**SECTION III – Work Experience/Ability to Honor Commitments**

Employment History:

| Employer | Position | Dates |
|----------|----------|-------|
| _____    | _____    | _____ |
| _____    | _____    | _____ |
| _____    | _____    | _____ |
| _____    | _____    | _____ |
| _____    | _____    | _____ |

Volunteer History:

| Organization | Position | Dates |
|--------------|----------|-------|
| _____        | _____    | _____ |
| _____        | _____    | _____ |
| _____        | _____    | _____ |

Military Service:

| Branch | Dates of Service | Highest Rank |
|--------|------------------|--------------|
| _____  | _____            | _____        |
| _____  | _____            | _____        |

**SECTION IV - References**

Please attach two letters of reference which will help the Selection Committee determine your ability to complete the program for which you are seeking scholarship assistance. They may be from employers, teachers, or personal friends who can speak to your ability to complete your goals.

**SECTION V- Personal Statement Essay**

Please attach a typed, double-spaced essay of 250-500 words in order to provide the Selection Committee with insights about you as an individual. Your essay should include:

- your reasons for wishing to further your education at this time
- personal or career goals
- people or events which may have influenced your decision
- an explanation of why scholarship assistance is important to enable you to continue your education

**SECTION VI – Financial Information**

Please attach a copy of your 2011 Federal Income Tax Return.

If you did not file a return for the past year, please attach a statement explaining why you did not.

Do you receive or expect to receive any other form of financial assistance (including family assistance)? \_\_\_\_ Yes \_\_\_\_ No

If Yes: Source \_\_\_\_\_ Amount \_\_\_\_\_

Do you have any outstanding student loans? \_\_\_\_ Yes \_\_\_\_ No If yes: Amount \_\_\_\_\_

**SECTION VII – Certification Statement**

I affirm that, to the best of my knowledge, all information provided above is correct.

I understand that I am responsible for submitting this application by the deadline. The Manchester Scholarship Foundation reserves the right not to process applications found to be late or incomplete as of the application postmark deadline.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**All information provided by the applicant will be held in strict confidence and will be viewed only by members of the Selection Committee.**