The South Seattle Community College Foundation is dedicated to encouraging, promoting and providing financial support for educational, scholarly and community programs on behalf of South Seattle Community College.

Scholarships are awarded based on factors such as:
- Academic Merit
- Financial Need
- Program of Study
- School & Community Involvement

Requirements for building a complete scholarship application

1. Read each page of this packet carefully.
2. Use the check list below to insure the correct documents have been included in your application packet.
3. Put your application packet together in the order listed below. Application packets that are not in the correct order will be marked down.
4. If any of the required items are not submitted by the deadline, your application will be considered incomplete and will not be accepted for consideration.

5. Student Name ____________________________________________________
   Last ___________________________ First ___________________________ Middle Initial

Application Packet Steps and Checklist

(Your application needs to be in this order)

☐ 1. Cover Sheet/Checklist with student name
☐ 2. Completed Scholarship Application form in order as noted at the bottom of each page.
☐ 3. Provide a 1 to 2 page personal letter giving background and reasons you should receive a scholarship (provide examples of your personal goals, financial need, unusual circumstances, extra-curricular activities and academic performance).
☐ 4. Attach your most recent transcript if you are a current student who has completed at least one quarter of classes at South. If this is your first quarter at South, please provide transcripts from the school you most recently attended. Unofficial transcripts are accepted.
☐ 5. Provide two letters of recommendation from South Seattle Community College faculty or staff.
   (There are two letter of recommendation forms at the back of this packet).
☐ 6. Once your application packet is complete, make 7 additional copies of it. You will turn in a total of 8 application packets (the original and 7 duplicates). Please staple each packet separately. Each packet will be distributed to a member of the scholarship committee and should contain the same information in the same order.

Deadline: Tuesday, April 8, 2014 @ 4:00 p.m.

(South Seattle Community College Advancement Office, RS 01, Phone: 206-934-5809
South Seattle Community College Foundation
6000 SW 16th Avenue SW, Seattle, WA 98106-1499
(This sheet should be the first page of your application packet)
IMPORTANT INFORMATION FOR FILLING OUT YOUR APPLICATION

- Foundation scholarships are tuition only awards, based on the cost of full-time tuition at the time the award is made.

- Foundation scholarships are non-cash awards.

- All South Seattle Community College students are eligible to apply for foundation scholarships, however, preference is given to students who include their most recent transcripts and are currently Washington state residents.

- If you are receiving financial aid, please consult with the financial aid office to confirm whether or not you are eligible to accept scholarship funds.

- The information you provide will be shared with the scholarship committee, and may determine your eligibility for certain scholarships (e.g. program of study, single parent, family history, etc.)

- Please use ink pen or type your application and personal letter; do not use pencil. Your application will not be considered by the committee if it is illegible.

- Many of the foundation scholarships consider financial need. Be sure to itemize your income and expenses, and list the others who live in your household. If your parents do not live in your household, do not list them on the application.

- Your personal letter is critical to your application! This one to two page statement is your opportunity to share with the committee what makes you unique and why you deserve a scholarship. Tell the committee about your family and personal background, extracurricular activities, goals and dreams. Also mention unusual circumstances, your financial need, or describe any other struggles or hardships you’ve had, and how you’ve overcome these obstacles in your path.

- Be sure to request two letters of recommendation now. As a courtesy, please allow your instructor or the person you are requesting the letter from plenty of time to write the letter. Both recommendation letters must be attached to the application at the time it is turned in to the development office or the application will be considered incomplete.

- Everyone who applies will receive a letter mail with the results approximately one month after the deadline.

- Recipients will receive an acceptance form in the mail that must be returned to the Advancement office along with a thank you letter to the donor who made your scholarship possible. Your scholarship will not be applied until these documents are received by the Advancement Office.

- Once we have received your thank-you letter and signed agreement, the scholarship will be available to use the following quarter, and consecutive quarters thereafter (if you received more than one quarter of funding).

- Scholarship awards are for tuition only and will be allocated quarterly. Any remaining balance will not carry over.

- Scholarship recipients are required to attend the Friends of the College Dinner in May.

- Failure of a student to remain in good academic standing or to make satisfactory progress toward a degree may result in withdrawal of the scholarship.

- South Seattle Community College is in Accordance with Washington state anti-discrimination laws, Title VI and VII of the Civil Rights Acts of 1964, Title IX, and Section 504 ADA.

(This is for information only. Do not include this sheet in your application packet)
Some of our scholarships have been set up by donors who have additional criteria. Please check all that apply.

How many quarters are you applying for?  
☐ 1  ☐ 2  ☐ 3

yes ☐ no ☐ Do you qualify as a Washington State resident?  
yes ☐ no ☐ Are you the first person in your family to attend college?  
yes ☐ no ☐ Have you been in the U.S. Foster Care System?  
yes ☐ no ☐ Have you or any of your immediate family members served in the U.S. Armed Forces?

yes ☐ no ☐ Are you currently enrolled in 12 or more credits at South Seattle Community College?  
yes ☐ no ☐ Do you intend to enroll in 12 or more credits next quarter at South Seattle Community College?  
yes ☐ no ☐ Do you plan to transfer to a four-year university?  
yes ☐ no ☐ Did you graduate from West Seattle High School?

yes ☐ no ☐ I am in the Aviation Program  
yes ☐ no ☐ I am in the Automotive Program  
yes ☐ no ☐ I am in the BAS Hospitality Program  
yes ☐ no ☐ I am applying for the BAS Hospitality Program  
yes ☐ no ☐ I am in the Culinary Arts Program  
yes ☐ no ☐ I am a female in the Culinary Arts Program  
yes ☐ no ☐ I am in the English as a Second Language Program  
yes ☐ no ☐ I am in the GED Program  
yes ☐ no ☐ I am in the Landscape Horticulture Program  
yes ☐ no ☐ I am in the Nursing Program  
yes ☐ no ☐ I am in the Pastry and Baking Program  
yes ☐ no ☐ I am in the Welding Program  
yes ☐ no ☐ I am in the Wine Technology Program  
yes ☐ no ☐ I am a female in the Wine Technology Program  

yes ☐ no ☐ I am pursuing a career in Architecture  
yes ☐ no ☐ I am pursuing a career in Art

Would you be willing to serve as a volunteer for college related events hosted by the Foundation?  
yes ☐ no ☐

(This sheet should be the second page of your application packet)
** Male  Female
Name ____________________________________________
LAST FIRST MIDDLE INITIAL

**Social Security # ____________________________ SSCC Student ID# ______________ Telephone # (____) ____________

Email Address __________________________________________ **Birth Date ______________

Address __________________________________________________ STREET CITY STATE ZIP

*Social Security number used for Financial Aid purposes only. **The provision of birth date, gender, ethnic origin and social security # is optional.

*Ethnic Origin Optional
□ Aleut  □ Black/African American  □ Filipino  □ Japanese  □ Vietnamese
□ American Indian  □ Chinese  □ Hawaiian  □ Korean  □ White
□ Asian American  □ Eskimo  □ Hispanic  □ Samoan  □ Other Asian/Pacific Island
□ Other (specify) ____________________________________________

Academic Information
Program of Study (Major) ____________________________________________________________

Certificate or Degree :
□ Vocational (A.A.S./Certificate)
□ College Transfer (A.A. /A.S.)   Other __________________________

Total credits completed at South as of today ___________ Number of credits you are currently taking at South ___________

Schools Attended (begin with high school) City Dates Attended Degree Completed GPA
_______________________________________________________________________________
_______________________________________________________________________________
_______________________________________________________________________________
_______________________________________________________________________________

Participation in College/Community Activities/Recognition and Awards


(This sheet should be the third page of your application packet)
Financial Information: Failure to complete this section will disqualify you from any awards based on financial need.

**Financial Aid**
I have applied for financial aid yes ☐ no ☐
I am eligible for financial aid yes ☐ no ☐
I am currently receiving financial aid yes ☐ no ☐
My current financial aid award for this quarter is $____________________ I expect financial aid to continue through __________quarter

Please check what type of financial aid you are receiving
☐ SSCC Grant ☐ Pell Grant ☐ State Need Grant ☐ SEOG
☐ Tuition Waiver ☐ Work Study ☐ Dept. of Vocational Rehab. ☐ Veterans/Social Security
☐ SSCF Scholarship ☐ Outside Scholarship ☐ Other (specify) ______________________

I have previously received a scholarship from the South Seattle Community College Foundation yes ☐ no ☐
If yes, when did you receive your scholarship?______________________________ How many quarters of scholarship did you receive?___________
Were you a recipient of the 13th Year Promise Scholarship? Yes ☐ no ☐ When?________________

**Income**
Please list the names of EVERYONE living in your household and their monthly income after taxes. It is important for you to fill out this portion of the application as completely as possible. Attach an additional sheet if needed.
If you do not live in the same household as your parents do not list them.

<table>
<thead>
<tr>
<th>Name (Last, First)</th>
<th>Age</th>
<th>Relationship to Applicant</th>
<th>Monthly Earnings from Work (after taxes)</th>
<th>Monthly Earnings or Average</th>
<th>Other sources of Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td>Applicant (you)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
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<td>5.</td>
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</tbody>
</table>

TOTAL MONTHLY HOUSEHOLD INCOME (Do not include Financial Aid money) ______________________

**Expense**
List YOUR monthly expenses for each item (just what YOU pay). If you would like to provide an explanation for any of the expenses, or if you need more space, attach an additional sheet. Do not list SSCC tuition or fees, but do include school supplies.

<table>
<thead>
<tr>
<th>Item or Average</th>
<th>Monthly Expenses or Average</th>
<th>Item or Average</th>
<th>Monthly Expenses or Average</th>
<th>Item or Average</th>
<th>Monthly Expenses or Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent</td>
<td></td>
<td>Utilities</td>
<td></td>
<td>Childcare</td>
<td></td>
</tr>
<tr>
<td>Food</td>
<td></td>
<td>Telephone</td>
<td></td>
<td>School Supplies</td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td></td>
<td>Credit Card</td>
<td></td>
<td>Loan payments</td>
<td></td>
</tr>
<tr>
<td>Medical/Dental</td>
<td></td>
<td>Insurance (all)</td>
<td></td>
<td>Other (please list)</td>
<td>______________________</td>
</tr>
</tbody>
</table>

TOTAL MONTHLY EXPENSES ______________________

**Work History**

<table>
<thead>
<tr>
<th>Employer</th>
<th>Position</th>
<th>Dates Worked</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

By my signature below I certify that all of the information provided is true and correct and all income and expenses are reported. I give consent to have my name, address, major, grades and other pertinent data shared with the SSCC Foundation, Scholarship Committee, donors, or others determined necessary by the Advancement Office or Scholarship Committee. I release to South Seattle Community College and the Advancement Office, the right to use my name, bio from my personal letter and photograph for publications, reports and press releases. If I receive a scholarship award I will attend the Friends of the College Dinner. If I receive a scholarship I will write a letter of thanks and turn in an acceptance form in order to activate my scholarship. I have reviewed all of the information and agree to follow the requirements of the scholarship if I am awarded.

Signature of Applicant ______________________ Date ___________

(This sheet should be the fourth page of your application packet. Please refer to checklist for remaining order, starting with item 3)
Student Name _______________________________________ Phone ______________

Student ID #: __________________ Degree/Program ____________________________ Date ______________

- This form is a template to help you write a recommendation letter for a student. The form is optional to fill out.

- Please print or type your recommendation on a separate sheet of paper

- Please return your recommendation letter to the student to submit with their complete application. Students are required to submit 7 additional copies of your letter.

**OPTIONAL: Template to be completed by Faculty/Counselor**

<table>
<thead>
<tr>
<th>Please rate the student on the following qualities:</th>
<th>Poor</th>
<th>Below Average</th>
<th>Average</th>
<th>Above Average</th>
<th>Superior</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication skills</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Ability to follow through</td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Judgment</td>
<td></td>
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<tr>
<td>Initiative</td>
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<tr>
<td>Cooperation</td>
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<tr>
<td>Motivation</td>
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<tr>
<td>Leadership</td>
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</tbody>
</table>

What subject(s) did this student take with you?

How well did this student perform?

Why do you think this student should receive a scholarship? (Please attach another page if necessary)

Instructor Name (Please Print): Phone # (       )

Title:

Signature Date:

Please contact the SSCC Foundation at 206-934-5809 for information on current deadline.
SOUTH SEATTLE COMMUNITY COLLEGE FOUNDATION REQUEST FOR LETTER OF RECOMMENDATION FORM

Student Name __________________________________ Phone __________________

Student ID #: __________________ Degree/Program ____________________________ Date ______________

• This form is a template to help you write a recommendation letter for a student.

• Please print or type your recommendation on a separate sheet of paper.

• Please return your recommendation letter to the student to submit with their complete application.

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