



*RE: 2018 State APSCUF Scholarship*

Dear Student Applicant:

The attached State APSCUF Scholarship packet should contain the following items:

- (1) Guidelines and Requirements;
- (2) Application;
- (3) Two Reference Letter Forms;
- (4) Application Checklist

If any of the information listed above is not included, please contact the local APSCUF office. You will need all the information in order to comply with the rules and procedures when applying for this scholarship.

All materials required for the State APSCUF Scholarship must be postmarked no later than March 2, 2018. The Committee will begin the selection process and award the scholarship(s) in August 2018.

If you have any questions, please contact Nancy Koutris, Director, Membership Services, toll-free, 1-800-932-0587, Extension 3021.

Sincerely,

State APSCUF Special Services Committee Members

Attachments



## APSCUF State Scholarship Program Guidelines and Requirements

1. State APSCUF Scholarship eligibility rules: Must be a \*family member of an APSCUF/APSCURF member in good standing or an APSCUF staff member. \* For the purposes of this program, family member is defined as the following: spouse, child, parent, parent-in-law, brother, sister, brother-in-law, sister-in-law, domestic partner and any children who may be born to or adopted by one of the persons in a partnership or for whom one of the persons is the primary caregiver or financially responsible, nieces, nephews and grandchildren.
2. An eligible applicant must be enrolled at one of the fourteen (14) state-owned universities.
3. Scholarship will be awarded to an eligible applicant for the pursuit of either an undergraduate degree or master degree. For an undergraduate degree, the applicant must have completed and passed 30 credits with at least a 2.75 GPA. For a master degree, the applicant must have completed and passed nine (9) credits with at least a 3.0 GPA. All of the above stated credits must have been obtained at one of the fourteen (14) state-owned universities (*PLEASE NOTE: no outside transfers, advanced placements, or in-progress credits will be counted toward the required credits.*)
4. Official transcript(s) must accompany the application with the stated Grade Point Average of all completed credits.
5. Essay must accompany the application. The topic to complete for the essay is as follows: "What are your views on public service in the context of your professional future?" The essay must be a minimum of 500 words but does not exceed 1000 words (typed and double-spaced).
6. Must obtain reference letters from two different FULL DUES PAYING APSCUF/APSCURF members (non-family member). Membership confirmation can be verified at the local APSCUF office.
7. State APSCUF Scholarship award will only be presented once to an eligible applicant in his/her higher education career. One (1) \$3,000.00 State APSCUF Scholarship will be presented in August 2018; however, the Committee reserves the right to alter the number of awards presented and the amount or not to award a scholarship in any given year.
8. State APSCUF's Special Services Committee will review, evaluate and select the winner from all eligible applications/essays received. In no case shall an APSCUF Special Services Committee member take part in the consideration of an applicant if that applicant is a part of the Committee member's family as defined above or if a Committee member submits a reference letter on behalf of an applicant.
9. Completed application, essay and written reference letters, must be forwarded to: State APSCUF Scholarship Program, C/O Director for Membership Services, 319 North Front Street, Harrisburg PA 17101.

All materials must be clearly postmarked by a recognized postal service no later than March 2, 2018. A complete application packet can be downloaded from [www.apsconf.org](http://www.apsconf.org) or you can obtain one at the local APSCUF office.



**APSCUF STATE SCHOLARSHIP PROGRAM APPLICATION**

Student Name (last) \_\_\_\_\_ (first) \_\_\_\_\_ (mi) \_\_\_\_\_

Student ID Number \_\_\_\_\_

Home Address \_\_\_\_\_

Telephone Number (Home) \_\_\_\_\_

Telephone Number (School) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

University Attending \_\_\_\_\_

APSCUF/APSCURF Member Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

University \_\_\_\_\_

Telephone Number (W) (\_\_\_\_) \_\_\_\_\_ (H) (\_\_\_\_) \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

**APPLICATION AND REQUIREMENTS**

Number of Credits Completed \_\_\_\_\_

Name of University where credits were completed:

\_\_\_\_\_

Degree \_\_\_\_\_

Major \_\_\_\_\_

If applicable, other degrees earned and university:

\_\_\_\_\_

Overall GPA \_\_\_\_\_



**APSCUF STATE SCHOLARSHIP PROGRAM APPLICATION**  
**(Continued)**

List the University/Community/Employment activities in which you participate in the spaces provided below:

University/Campus activities in which you participate:

Community activities in which you participate:

Employment (including work-study):

Two (2) References – APSCUF/APSCURF members other than member listed above (enclose written references per instructions):

1. \_\_\_\_\_

2. \_\_\_\_\_

Essay – Topic “What are your views on public service in the context of your professional future?”  
The essay must be a minimum of 500 words but does not exceed 1000 words (typed and double-spaced). “Please attach this application form to your essay. All materials submitted, including the essay, WILL NOT be returned.”



**STATE APSCUF SCHOLARSHIP PROGRAM**  
**REFERENCE LETTER FORM**

To the student: Fill in your name, signature, student ID number and date. Give this reference letter form to an APSCUF/APSCURF member who knows you well, and make arrangements to pick up the completed reference that has been placed in a sealed, signed envelope. Enclose both signed and sealed reference forms with your completed application and essay in an envelope which must be postmarked by a recognized postal system no later than March 2, 2018.

Student Name \_\_\_\_\_  
Student Signature \_\_\_\_\_  
Student ID Number \_\_\_\_\_  
Date \_\_\_\_\_

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To the APSCUF/APSCURF Member: The student named above is applying for a State APSCUF Scholarship. The scholarship program is intended only for students of "family members" of an APSCUF/APSCURF member or a State APSCUF Staff member. The student is required to submit two (2) separate references from APSCUF/APSCURF members (not from his/her family) who can testify to the student's educational experiences and/or accomplishments. You should complete this form, place it in a sealed envelope, sign your name over the sealed flap, and return it to the student so he/she can include it with the application and essay.

Your Name \_\_\_\_\_  
Your Signature \_\_\_\_\_  
Department \_\_\_\_\_  
University \_\_\_\_\_  
Office Phone \_\_\_\_\_  
Date \_\_\_\_\_

On a page stapled to this form, please tell the State APSCUF Scholarship Review Committee about how you know the student and why the student's educational experiences and other accomplishments make him/her a good scholarship candidate. Thank you for your time and commitment.



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Student Signature \_\_\_\_\_  
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Office Phone \_\_\_\_\_  
Date \_\_\_\_\_

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**STATE APSCUF SCHOLARSHIP APPLICATION CHECKLIST**

Student's Name \_\_\_\_\_

\_\_\_\_\_ received the Guidelines and Requirements, Application, 2 Reference Letter Forms and the Application Checklist

\_\_\_\_\_ completed the Application Form

\_\_\_\_\_ obtained your official university transcript

\_\_\_\_\_ wrote the required essay, minimum 500 words/maximum 1000 words, typed and doubled spaced (Essay WILL NOT be returned to the applicant)

\_\_\_\_\_ completed the top portion of the two reference forms

\_\_\_\_\_ gave the two (2) reference forms to two (2) separate APSCUF/APSCURF members and made arrangements to retrieve them. Each reference must be in a separate sealed envelope, signed over the outside seal by the APSCUF/APSCURF member.

\_\_\_\_\_ addressed a large envelope to:  
State APSCUF Scholarship Program  
C/O Director for Membership Services  
319 North Front Street  
Harrisburg PA 17101

All materials must be postmarked by a recognized postal service no later than March 2, 2018.

\_\_\_\_\_ contained in this large envelope, addressed to the State APSCUF Scholarship Program should be the following:

\_\_\_\_\_ completed Application Form

\_\_\_\_\_ copy of your official transcript

\_\_\_\_\_ copy of your completed essay

\_\_\_\_\_ 2 Reference Letter Forms in sealed envelopes, which have been properly signed by the APSCUF/APSCURF member.

\_\_\_\_\_ 1<sup>st</sup> Reference Letter Form/Sealed Envelope

\_\_\_\_\_ 2<sup>nd</sup> Reference Letter Form/Sealed Envelope