



RE: 2020 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 **Monday, March 2, 2020**. The Committee will begin the selection process and award the scholarship(s) in August 2020.

If you have any questions, please contact Bim Arthun in Membership Services at 717.236.7486 or toll free at 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 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's degree. For an undergraduate degree, the applicant must have completed and passed 30 credits with at least a 2.75 GPA. For a master's 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. *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 and not exceed 1000 words (typed and double-spaced). *Please do not back to back and staple any of the pages submitted.*
6. Must obtain reference letters from two different FULL DUES PAYING APSCUF/APSCURF members (non-family member). Membership confirmation may 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 2020; 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, Membership Services, 319 North Front Street, Harrisburg PA 17101.

All materials must be clearly postmarked by a recognized postal service no later than **Monday, March 2, 2020**. A complete application packet can be downloaded from [www.apscuf.org](http://www.apscuf.org) or you may obtain one at the local APSCUF office.



## APSCUF STATE SCHOLARSHIP PROGRAM APPLICATION

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

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

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

\_\_\_\_\_

Phone (home) \_\_\_\_\_ Phone (school) \_\_\_\_\_

E-mail Address \_\_\_\_\_

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

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

Address \_\_\_\_\_

University \_\_\_\_\_

Phone (work) \_\_\_\_\_ Phone (home) \_\_\_\_\_

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

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### APPLICATION AND REQUIREMENTS

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

University where credits were completed \_\_\_\_\_

\_\_\_\_\_

Degree \_\_\_\_\_

Major \_\_\_\_\_

If applicable, other degrees earned and university name \_\_\_\_\_

\_\_\_\_\_

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



## APSCUF STATE SCHOLARSHIP PROGRAM APPLICATION *(continued)*

Please 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 those 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?"

Essay must be a minimum of 500 words and not exceed 1000 words (typed and double-spaced). Please include this application form with 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, 2020**.

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 \_\_\_\_\_

Please include a letter of reference telling 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.



## 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, 2020**.

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 \_\_\_\_\_

Please include a letter of reference telling 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.



## STATE APSCUF SCHOLARSHIP APPLICATION CHECKLIST

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

- Received the Guidelines and Requirements, Application, 2 Reference Forms, and the Application Checklist
- Completed the Application Form
- Obtained official university transcript
- Wrote the required essay, minimum 500 words/maximum 1000 words, typed and doubled spaced, DO NOT back to back or staple (Essay will not be returned to the applicant)
- Completed the top portion of the two reference forms
- Provided the two (2) reference forms to two (2) separate APSCUF/APSCURF members and made arrangements to retrieve them along with the reference letters. Each reference form and letter 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  
ATTN: Membership Services  
319 North Front Street  
Harrisburg PA 17101  
Note: All materials must be postmarked by a recognized postal service no later than **Monday, March 2, 2020.**
- Large envelope addressed to the State APSCUF Scholarship Program must include the following:
  - ✓ completed Application Form
  - ✓ copy of your official transcript
  - ✓ copy of your completed essay
  - ✓ Two Reference Letters/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