

ELLSWORTH
OFFICERS' SPOUSES' CLUB

2010 MILITARY SPOUSE SCHOLARSHIP
APPLICATION (GRADUATE)

The Ellsworth Officers' and Civilians' Spouses' Club (EOCSC) Scholarship Program recognizes and rewards outstanding military spouses pursuing an advanced/ graduate degree. The Scholarship Program seeks to identify and reward military and military-affiliated dependents that have demonstrated the highest personal and intellectual qualities. EOOSC is a private organization, not part of the Department of Defense or any of its components, and has no governmental status.

Complete, typewritten scholarship application packets must be

POSTMARKED NO LATER THAN

SATURDAY, FEBRUARY 27, 2010.

Questions may be directed to:

Gabriela Kleeman at (605) 593-6061

SECTION I: ELIGIBILITY REQUIREMENTS

- A. Applicants must meet all of the following requirements:
- 1.) Have a minimum GPA of 3.2 on a 4.0 scale if currently enrolled in classes for college credit.
 - 2.) Hold a current dependent military ID card OR spouse (sponsor) holds a valid government ID card. A spouse from a dual-military family is still eligible to apply.
 - 3.) Be scheduled to begin as a full or part-time student (3 or more semester or quarter hours), pursuing their **first** master's degree work at an accredited institution in fall of the coming academic year or currently be enrolled as a full or part-time student at an accredited institution pursuing a master's degree.
 - 4.) Express high standards of morality, integrity and strength of character.
 - 5.) Sponsor is one of the following:
 - Active duty military stationed at Ellsworth Air Force Base (EAFB)
 - Active Air National Guard or Reservist
 - Active duty assigned remote, whose dependents have remained at EAFB
 - Active duty reassigned from EAFB whose dependent remains at EAFB to graduate
 - Retired military living within the Black Hills community including:
Rapid City, Belle Fourche, Box Elder, Custer, Deadwood, Edgemont, Hill City, Hot Springs, Lead, New Underwood, Spearfish and Sturgis
 - Civil Service working at EAFB or assigned to the local area
 - MIA/POW
 - Deceased military
- B. Applicants receiving a full scholarship for the coming school year are ineligible to receive these awards.
- C. If the applicant has applied for an Officer Spouses Club (OSC) scholarship at any other base, the applicant is **not** eligible to apply for the EOSC scholarship.
- D. The EOSC Spouse Scholarship is a **one-time only award**. If the applicant has received an EOSC scholarship in the past, he or she is ineligible to apply.

SECTION II: POLICY

- A. **Only complete applications will be considered.** To receive an application on-line, visit ellsworthosc.com and follow the *Scholarship Program* link.
- B. Applications must be submitted through the EOSC mailing address. Any other form of submission will void the application.
- C. The scholarship is not limited to a specific field of study and may be used at an accredited four-year institution. The scholarship may be used toward full-time or part-time (3 or more semester or quarter hours) graduate studies. Award amount will vary depending on applicant's course load.
- D. Scholarship award is based on academic achievement, personal character and volunteerism demonstrated over the past four years.
- E. Financial need will not be considered when determining scholarship winner(s).
- F. Civilian, Enlisted and Officers' dependents are welcome to apply and will be judged equally. Sponsor's rank/grade will not be considered when determining scholarship winner(s).
- G. The scholarship may only be used for the payment of tuition, room and board (if applicable), books, supplies, equipment and fees.
- H. Scholarships will be awarded in numbers and amounts to be determined by the EOSC Scholarship Committee. All decisions of the EOSC Scholarship Committee are final.
- I. Judging Process:
 - 1. Three local professionals representing institutions of higher learning will score the subjective portions of the application. These portions include letters of recommendation, essay, work experience, and activities.
 - 2. The EOSC Scholarship Committee and its advisor will score the objective portions of the application, awarding points for college activities and college credit when applicable.
 - 3. Subjective and objective scores will be totaled and ranked numerically, with scholarships being awarded to the applicants with the highest overall scores.
 - 4. Applicant anonymity will be preserved during the selection process. The decisions of the Scholarship Judging Committee will be final. Individual scores will not be discussed with the applicant or any other individual.
- J. Scholarship winners must agree to any publicity the EOSC may want to use, including publication of photos, names, award amounts.
- K. Winners must sign an acceptance form following notification. Awardees should include a 4"x6" head and shoulders photograph of themselves, with their full name written on the back. No other people in the photo please. This is for publicity purposes only. Photos can be sent
Military Spouse (graduate)

via digital media or in print (Note: photos will not be returned).

SECTION II: POLICY CONTINUED

- L. Winners must request that their college/university send verification of enrollment to the EOSC Scholarship Chairman. **Only after the EOSC Official Verification of Enrollment form is received directly from the institution, can the monies be sent to the institution for deposit in the awardees account. The EOSC scholarship checks are dispersed no earlier than September. No exceptions.**
- M. Any scholarship not requested by the first of December of the award year will revert to the EOSC Welfare Fund and cannot be reclaimed by the winning student.
- N. Change in student status:
1. Transfer: Should a scholarship recipient transfer to another accredited institution, remaining funds will be transferred to the new institution. The EOSC Scholarship Chair must be notified immediately by the student and the first institution.
 2. Withdrawal: Should a scholarship recipient withdraw and not immediately transfer to another institution, any remaining funds must be returned immediately to the EOSC.
 3. Acceptance of full scholarship: Should a scholarship recipient accept a full scholarship after a portion of the scholarship has been used, all remaining funds must be returned immediately to the EOSC.
 4. Tuition reimbursement by employer: Should a scholarship recipient accept tuition reimbursement of a portion or all of education expenses, all remaining funds must be returned immediately to the EOSC.
- O. Should a scholarship be revoked, any remaining funds must be returned immediately to the EOSC. The EOSC reserves the right to revoke a scholarship for any of the following reasons:
1. Recipient fails to use money for its intended purpose.
 2. Recipient receives a criminal conviction.
 3. Recipient's GPA falls below 3.0.
 4. Recipient ceases to meet eligibility criteria.

SECTION III: APPLICATION DIRECTIONS:

Submit the following information and supporting documentation **in the order listed below**.
PLEASE FOLLOW INSTRUCTIONS CAREFULLY!

- A. Detach pages one through five and keep them for reference.
- B. Using the format provided, complete the **Applicant Information Form - pg. 6**.
The form **must be legible print or typewritten**.
Illegible applications will be penalized.
Applicant and sponsor must sign the Student Agreement Section.
- C. Photocopy both sides of your valid Military Identification Card OR both sides of your sponsor's valid Government Identification Card.
- D. Request for official undergraduate school transcripts to be sent by the college (s) to the Scholarship Chair. If you have taken a graduate school entrance exam (GMAT/GRE/LSAT), request for test scores to be sent directly to Scholarship Chair. The Scholarship Committee will use the highest of these scores (undergraduate GPA or test scores) during the evaluation process.
- E. Using the format provided on the **Activities Form - pg. 7**, **type** a one to two page description addressing the information requested.
- F. Write a two to three page, **typewritten**, double-spaced essay addressing how your graduate education will impact your future career/life goals. ***Proper spelling, grammar, punctuation and content will be considered. Please edit carefully.***
- G. Detach **Recommendation Instruction Sheet - pg. 8**. There are two recommendation forms located on this page that will need to be separated. Give one form to each of the individuals providing recommendations. These forms should be completed by two adults who are not related to you, know your professionalism and dependability and can speak well as to your strength of character. Suggested persons include employers, work associates and clergy. **The recommendation forms should be returned to you in sealed envelopes with the evaluator's signature across the seal and must remain sealed until opened by the Scholarship Chair. Letters of recommendation must be typewritten.**
- H. **Send application and all supporting documentation to:**
EOSC SCHOLARSHIP COMMITTEE
P.O. BOX 993
BOX ELDER, SD 57719
- I. The application packet and all supporting documentation must be **POSTMARKED NO LATER THAN SATURDAY, FEBRUARY 27, 2010.**
- Incomplete or unsigned applications will not be considered.
 - The EOSC is not responsible for lost or misdirected mail or applications.
 - Applications and supporting documents become the property of the EOSC upon submittal.

ELLSWORTH OFFICERS' SPOUSES' CLUB SCHOLARSHIP
APPLICANT INFORMATION FORM

Section 1

LAST NAME FIRST NAME MIDDLE NAME

DATE OF BIRTH (M/D/Y) SOCIAL SECURITY NUMBER TELEPHONE NUMBER

MAILING ADDRESS: Street City State Zip Code

Section 2

COLLEGES APPLIED TO FOR ADMISSION:
Name: Address:

Projected Course load (How many hours do you intend to take?): _____
Planned Major: _____ Cumulative GPA (if applicable): _____

Section 3

SPONSOR'S NAME STATUS OF SPONSOR (Circle one):
Active Duty Retired National Guard
Reserve Gov. Civilian Other: _____
BRANCH OF SERVICE (Circle one): USAF USA USN USMC USCG

DUTY ADDRESS: Squadron Name/Street Address City State Zip Code

SPONSOR'S HOME ADDRESS: Street City State Zip Code

DUTY TELEPHONE NUMBER HOME TELEPHONE NUMBER

Section 4: STUDENT AGREEMENT

Applicant and sponsor must read and sign the following statement:

Please review application to check for errors and completely understand all sections before signing.

I, _____, have read and understand the conditions of the Ellsworth Officers' and Civilians' Spouses' Club College Scholarship Program. I also verify that the application is complete and accurate and have not applied for an OSC scholarship at any other base _____ (initial here).

Applicant Printed Name Applicant Signature Date

Sponsor Printed Name Sponsor Signature Date

Military Spouse (graduate)

ELLSWORTH OFFICERS' and CIVILIANS SPOUSES' CLUB SCHOLARSHIP
ACTIVITIES SHEET

Using the format provided, type a one to two page detailed description of your community involvement, work experience, honors and awards and college activities (if applicable) over the past two years. Include dates when necessary. Refrain from using acronyms or abbreviations. **No credit will be given to applicants who do not follow the format.**

COMMUNITY INVOLVEMENT (e.g.: volunteer work, church activities, scout leader, etc.)

WORK EXPERIENCE (e.g.: full-time, part-time, hours worked per week or indicate if you have been a stay-at-home caregiver) Please attach your most current resume to this page if applicable.

HONORS & AWARDS (scholastic, community and professional, etc.)

COLLEGE ACTIVITIES, if applicable (e.g.: honor society, serve as a proctor, etc.)

ELLSWORTH OFFICERS' SPOUSES' CLUB SCHOLARSHIP
RECOMMENDATION INSTRUCTION SHEET

Thank you for writing a letter of recommendation on behalf of the applicant. Please follow the instructions listed below.

1. **The letter must be typewritten.** Please refrain from using the applicant's name, in order to protect the applicant's anonymity during judging and to remove bias. The letter should contain comments and examples that you believe will assist the judges in evaluating the applicant. You are not limited to, but please include:

- | | |
|--|-------------------------------------|
| a. How long you have known the applicant | d. Maturity |
| b. In what capacity you know the applicant | e. Initiative |
| c. Dependability | f. Ability to get along with others |

2. At the bottom of the letter, please provide your signature, your printed name and occupation and the applicant's first and last name (this information will be blocked out during the judging process).

3. All information is confidential.

4. Upon completion of your recommendation, return the letter in a **SEALED ENVELOPE WITH YOUR SIGNATURE WRITTEN ACROSS THE SEAL. It must remain sealed until received by the scholarship chairperson.**

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