

Riverside County Office of Education Foundation (RCOEF) Scholarship Application
(Please review required information on page 2 before completing application.)

Name and Contact Information:

Last Name: _____ First Name: _____ Middle Initial: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email Address: _____

High School: _____ School District: _____ Date: _____

College/University Information:

Name of College: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Please check one: 2-Year College/University 4-Year College/University

Please check one: Public College/University Private College/University

Career Goal:

I have attached the following documents to complete my scholarship application packet:

- Personal Essay
- Activities/Accomplishment Résumé
- Letter of Recommendation or Scholarship Evaluation Form
- Scholarship Application
- Grade Transcripts

Student Certification:

I certify that the information contained in this application is true and complete. I authorize RCOEF to share this application and the contents with the RCOEF Scholarship Committee, scholarship donors and/or other screening committees. I also understand that if I am awarded a scholarship information about me may be released for publicity purposes, funding requirements, and recognition to RCOEF. I also understand that I am required to attend the scholarship awards ceremony as determined by my scholarship and/or donor.

Applicant Signature _____ Date _____

Required Information

Riverside County Office of Education Foundation (RCOEF) Scholarship Application

The following criteria is required to be completed in order to apply for the RCOEF scholarship:

- Free Application for Federal Student Aid (FAFSA)
- Grade Point Average (GPA) of 2.5 (grade transcripts required)
- High School Equivalency (GED or HiSET) or High School Diploma by **June 2020**
- College enrollment confirmation letter/email
- RCOEF Application

Part I: Personal Essay

The RCOEF Scholarship application requires a personal essay. The personal essay is the most important part of your application. It will help the Scholarship Committee gain a complete picture of you. This is your chance to let the Scholarship Committee know why you feel you should be a recipient of a RCOEF Scholarship.

Be sure to include your name. Please use a font and format that is easy to read. The items you will want to include in your essay are as follows:

- Your educational and career goals
- Any life experiences which have influenced this decision
- Your anticipated role in society after your education career goals have been achieved
- How the scholarship will help you or any unusual circumstances which may affect your current financial situation
- Anything else you feel the Scholarship Committee needs to know about you in order to present yourself as the best candidate for the scholarship
- If you are a recipient of this scholarship, please state how you would “pay it forward” (help others)

Part II: Résumé

The Scholarship Committee would like to know about your extra-curricular activities and accomplishments. Please provide the information of your activities or accomplishments in resume style with headings, dates, etc. For example, list honors and accolades, accomplishments, awards, community involvement, service and volunteer actions, student activities, school and club involvement, sports participation, hobbies, etc.

Part III: Letter of Recommendation or Scholarship Evaluation Form

You must submit a letter of recommendation **or** a scholarship evaluation form. Ask at least one individual to complete this component of the application. Be sure to ask a source you know will write favorable things about you. This information needs to be completed by an individual who can attest to your current academic strength and potential for success. Recommended sources are instructors, academic advisors, counselors, employers, clergy, or other known members of the community. A parent, relative, or other student are poor sources and will not be considered as valid references.

The scholarship evaluation form and guidelines for the letter of recommendation can be found on page 3. Your evaluation form or letter of recommendation must be submitted at the same time as you submit your scholarship application package. Please allow your evaluator plenty of time for the evaluation to be completed and returned to you in time to submit with your scholarship application.

Part IV: Submission

Please submit only one application (STEM or RCOEF).

Submit application and forms via email or mail to:

Riverside County Office of Education Foundation
Attention Ed Lewis
3939 Thirteenth Street
P.O. Box 868
Riverside, CA 92503
elewis@rcoe.us

Part III: Scholarship Evaluation Form
Riverside County Office of Education Foundation (RCOEF)

Name of Scholarship Applicant

To the Evaluator: Scholarship applicants must submit an evaluation form or a letter of recommendation when applying for the RCOEF scholarship from at least one qualified individual. If submitting an evaluation form, the evaluation form *must* include the evaluator's name, title and contact information. The evaluation form must be submitted by the applicant at the same time as they submit the scholarship application. Please return the evaluation to the student with sufficient time for them to meet the deadline. If the student would rather submit a letter of recommendation, please write it in letter format with the same information included. The letter of recommendation must be submitted by the applicant at the same time as they submit the scholarship application.

1. How long have you known the student and in what capacity? _____

2. Please rate the applicant on the following in comparison with other students of the same level:

Exceptional Above Average Average Below Average No Information

- General Academic Ability
- Motivation and Initiative
- Quality of Work
- Willingness to Learn
- Imagination and Creativity
- Dependability/Responsibility
- Social Skills/Leadership Ability
- Potential to Succeed

3. Compared to other students, I would rank this applicant in the top (check one):

- 1% 5% 10% 25% 50%

4. Overall endorsement of applicant (check one):

- Highly Recommend Recommend Recommend with Reservations

5. Please provide additional comments about the applicant (You can provide a separate page if more space is needed):

Printed Name

Signature

Title

Date

Email Address

Telephone Number

Part IV: Submission

Riverside County Office of Education Foundation (RCOEF)

Please submit only one application (STEM or RCOEF application). Please submit your application prior to the deadline:
June 30, 2020.

Submit application and forms via email and mail to:

Riverside County Office of Education Foundation
3939 Thirteenth Street
P.O. Box 868
Riverside, CA, 92503

Scholarship Selection, Notification, and Recognition

Selection

The information on your scholarship application is recognized to be of a confidential nature and when applying you agree that Riverside County Office of Education Foundation (RCOEF) may reveal or forward the contents of your application to the Scholarship Committee members, scholarship donors, and/or other reviewing committees.

The method of selecting recipients of RCOEF scholarships is determined by the RCOEF Board of Directors. The applications may be reviewed by a donor committee or by the RCOEF Scholarship Committee. The RCOEF Scholarship Committee is made up of Administrators and RCOEF Board and Committee members who are committed to equality and fairness for all applicants.

Scholarship Notification

If you are selected to receive a scholarship from RCOEF you will be notified by email to the email account indicated on your scholarship application.

Scholarship Award Recognition

If you are selected as a recipient, it is very important that you attend the scholarship recognition events.

Scholarship Disbursement

RCOEF Scholarships are disbursed to your college/university.

Remember to say Thank You!

If you have been awarded a scholarship, it is because your personal qualities and abilities stood above other applicants. As the chosen recipient, sending a thank you letter confirms that the scholarship was important to you. You are a vital part of the Riverside County Office of Education family and your written expression of gratitude is a reflection on all of us at RCOE.

After you are awarded a scholarship from RCOEF, please send your thank you letter to the address listed below. Your letter will be forwarded to the donor of your scholarship.

Riverside County Office of Education Foundation
Attention: Ed Lewis
3939 Thirteenth Street
P.O. Box 868
Riverside, CA 92503
elewis@rcoe.us