



## Scholarship Application

The VSEA Awards/ Scholarship Committee is currently soliciting applications from students seeking financial assistance in the pursuit of post-secondary educational goals.

The Committee will announce the recipients of the scholarships at the June Council Meeting. The guidelines are as follows:

Applications will be considered from persons entering or engaged in:

- Educational or vocational degree or licensed programs;
- Course(s) to further skill development; and
- Self-improvement courses.

Those persons eligible for scholarship consideration are as follows:

- VSEA members;
- VSEA members' dependents;
- VSEA members' dependent step-child; and
- VSEA members' spouses/domestic partners.

The Scholarship Committee will base its decision for the scholarship eligibility on the following criteria:

- Career goals;
- Financial need;
- Abilities and initiative;
- Life experiences; Class standing (recent graduates); and
- Community and school involvement.

Scholarship amounts vary each year, ranging from \$500 to \$2,000. The VSEA Awards and Scholarships Committee reserves the right to determine the amount of each scholarship award, based on available funds.

Please Note: Applications and accompanying documents will not be returned to applicants once submitted.

### Requirements:

The VSEA Scholarship Application must be completed in full, with the appropriate accompanying materials, including:

- General information (page 2);
- Employment history (page 2);
- Educational background including high school/college transcripts (page 3);
- Copies of most recent W2 tax forms to show proof of family income (page 4);
- One written letter of reference. (page 5);
- An essay on your career/employment goals (page 5); and
- Other information (i.e., resume, personal statement) that provide an overview of the applicant's academic/work record or ability.

### Deadline:

**VSEA Scholarship applications are due in May of each year. The exact date is posted here:**

**<https://www.vsea.org/awards-scholarships/>**

VSEA Awards/Scholarship Committee  
c/o VSEA Headquarters  
155 State Street  
Montpelier, Vermont 05602

Applications may also be submitted via email by sending them to: [CNeubieser@vsea.org](mailto:CNeubieser@vsea.org)

Please direct any question concerning the scholarship award/application process to:

Carter Neubieser  
Staff Liaison, VSEA Awards and Scholarships Committee  
Email: [CNeubieser@vsea.org](mailto:CNeubieser@vsea.org)

## General Information:

Please print throughout.

Full name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Legal address: \_\_\_\_\_

Daytime phone: \_\_\_\_\_ Evening phone: \_\_\_\_\_

Personal email address: \_\_\_\_\_

Applying as a (check one):

- VSEA member
- VSEA members spouse/domestic partner
- VSEA member's dependents, children or step children.

If applying as the spouse/domestic partner or dependent, child or step child of a VSEA member, please provide the following information:

Full name of VSEA member: \_\_\_\_\_

Position/job title: \_\_\_\_\_

Department and work location: \_\_\_\_\_

## Employment History:

Note: You may use additional sheets if necessary and may attach a resume if you choose.

Are you currently employed?  Yes  No

Employer/work location:	Position/job title:	Dates of employment:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



**Educational Background:**

*High School/College/ Post-College/Other. Note: You may use additional sheets if necessary.*

Name of school:

Town/State:

Date of graduation/degree:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

School Activities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Community Activities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Educational Pursuits:**

*Note: You may use additional sheets if necessary.*

What degree or course work are you pursuing? \_\_\_\_\_

List all schools to which you have applied; state if you have been accepted:

School/location

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What courses do you plan to take?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is the length of this course(s) or degree program? (i.e., weeks, months, years).

\_\_\_\_\_



**Financial Information:**

Note: You may use additional sheets if necessary.

What is the adjusted gross income for the household from all sources? (use previous year's tax form):

\$ \_\_\_\_\_

Also, if your household is receiving child support payments, please list total dollars received in child support during previous year:

\$ \_\_\_\_\_

**Note: Please include copies of your parents' W-2 form(s) from the previous year if you are a dependent. If you declared taxes and you are not living with your parents, please submit copies of your own W-2 form.**

What is the number of persons included in this household? # \_\_\_\_\_

Is there anyone in your family (other than self) who is attending college? # \_\_\_\_\_

What are the school costs for the following (if exact costs not known, please estimate):

Cost of course or of semester's tuition:

- Transportation: \$ \_\_\_\_\_
- Meals: \$ \_\_\_\_\_
- Books: \$ \_\_\_\_\_
- Child care: \$ \_\_\_\_\_
- Housing: \$ \_\_\_\_\_
- Other school expenses you will incur (please explain): \$ \_\_\_\_\_

Explain in your own words why you are seeking financial assistance. Provide any income or expense information that you believe will be useful to the committee in determining financial need. If you have any unusual financial expenses (medical, household, etc.) that impact your financial situation, please feel free to explain.

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List all other financial aid sources applied for in this educational pursuit (including loan programs, tuition assistance, etc.) and indicate the status of each (i.e., denied, approved amount, pending, etc.):

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## Letter of Reference:

Include with this application at least one written letter of reference, preferably one from a teacher and/or an employer. If you have been out of school for more than five years you can use employers or a fellow employee. These letters should reflect the student's level of achievement, rather than provide a testimonial to the student's good character. Please do not include letters from friends or family members.

## Essay:

Include with this application a brief essay on your career/employment goals.

## Declarations:

Declaration to be completed by DEPENDENTS and to be signed by their VSEA member parent/guardian:

"I hereby attest to the fact that I, \_\_\_\_\_,  
am responsible for the financial/educational support of \_\_\_\_\_."

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Declarations to be completed by the applicant:

"I hereby attest to the fact that I, \_\_\_\_\_, meet the eligibility requirement to apply."

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

"I hereby grant permission to the VSEA Awards/Scholarship Committee and the VSEA staff to review the information provided on this application form."

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Important Reminder:

Provided below is a checklist of the items that should be sent along with this Scholarship Application. Please take a minute to review and check off the items in the list to ensure you have prepared your application properly for consideration. (\* indicates required items. If any of these items are missing your application will be disqualified.)

- VSEA Scholarship Application\*
- High school/college transcripts\*
- Copies of W-2s from parents/guardians (if you were a dependent in previous year), or from yourself\*
- Brief essay on educational / career goals\*
- At least one written letter of reference\*
- Other information - i.e., resume, personal statement

