



## SCHOLARSHIP APPLICATION

For Academic Year  
2011-2012

The Stephanie Brown  
Cadet Memorial  
Foundation  
Scholarship awards  
\$1,000 each year  
(renewable for up to  
four years)  
to students that are  
exemplary in  
volunteering time in  
community service.

The Stephanie Brown Cadet  
Memorial Foundation

P.O. Box 610103  
Redwood City, CA 94061

650-369-9850

[www.sbcfoundation.org](http://www.sbcfoundation.org)

## INTRODUCTION

### ■ Background

The Stephanie Brown Cadet Memorial Foundation (SBC Foundation) was founded in 2005 to establish funds and community services to pursue the lifetime passions of the Foundation's namesake: enhancing and enriching others, and helping ensure a more fair and equitable society. The Foundation's Scholarship Award is awarded each year to students that are exemplary in volunteering time in community service. Awards are applicable to any college level school.

The SBC Memorial Foundation will grant scholarship awards of \$1,000 per academic year.

### ■ Eligibility

- Graduating High School seniors or college students who are in good standing
- Significant number of volunteer hours in community service within the last 18 months
- Grade point average of 3.0 or greater on a 4.0 scale
- Attending a US 2 or 4 year academic, vocational or technical college during next school year
- Resident of the Greater San Francisco Bay Area

### ■ Application Instructions

The Application is a five-part package which must include all the following (*Tip: Check off as you complete*):

- Part 1: Student Application Form
- Part 2: Student Volunteer Activity Report
- Part 3: Student Essay on Volunteerism
- Part 4: Volunteer Organization Recommendation (*To be completed by volunteer organization official*)
- Part 5: Copy of Official School transcript (*To be completed by your school*)

Complete Parts 1-3 yourself according to the instructions therein. Complete Student Applicant portions of Parts 4 and 5, and direct them to the parties instructed therein. Collect completed Parts 4 and 5 from those parties in envelopes **sealed with a signature or stamp placed across the seal**. Place all Parts, 1-5 (with sealed envelopes for Parts 4-5), together in one package and mail to the address below. **Incomplete application packages can not be considered.**

### ■ Deadline and Mailing Information

The application package, with all Parts described above, must be received by **March 15, 2011**. Mail to:

The SBC Memorial Foundation  
Attention: Scholarship Award Committee  
P.O. Box 610103  
Redwood City, CA 94061

### ■ Evaluation Process

Applicants are evaluated on their commitment to volunteer work to ensure a civil society. The Foundation's Scholarship Award Committee will review application packages and recommend finalists to the Board. The Board will select finalists to be interviewed based on the above criteria and the information provided in this application package. Winners will be announced in May of each academic year. Scholarships are renewable annually for up to four years.

Additional information can be found at [www.sbcfoundation.org](http://www.sbcfoundation.org).

Direct questions to [questions@sbcfoundation.org](mailto:questions@sbcfoundation.org).

[www.sbcfoundation.org](http://www.sbcfoundation.org)

## PART 1: STUDENT APPLICATION FORM

*To be completed by Student Applicant*

Name:	Date of Birth:		
Home Address:	City:	State:	Zip:
E-mail Address:			
Contact Phone Number: (home)	(cell)		
Current High School or College:			
School Address:	City:	State:	Zip:
Year of High School Graduation::	Planned Year of College Graduation:		
Current <b>Un-weighted</b> Grade Point Average: (ex. "3.50 out of 4.00")			

1) How did you hear about this scholarship award?

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2) Are you related to any member of the SBC Memorial Foundation Board? Yes: \_\_\_\_ No: \_\_\_\_

3) If you answered "Yes" to the question above, please describe below:

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### ■ Terms and Conditions

Should you receive a scholarship award, you are agreeing to our Scholarship Award Program Policy, including:

- All Scholarship funds to be utilized within one year of award receipt
- Scholarships are payable upon demonstrated proof of enrollment in a U.S. post secondary or graduate college
- Scholarship funds are to be used for educational purposes only
- All Scholarship winners are requested to attend a awards banquet if held.

I hereby certify that all of the information supplied by me in this application is true and accurate. I understand that some information herein may be used for purposes of promoting the Scholarship Program. I waive any rights to the information on any recommendation forms. I understand that interviews for the scholarship are mandatory. I grant the Foundation a full release from any claims that may arise from this application or any other elements of this program.

Student Name:

Student's Signature:

Date:

If under 18, Parent or Guardian's Name:

Parent or Guardian's Signature:

Date:





## PART 4: VOLUNTEER ORGANIZATION RECOMMENDATION FORM

### SECTION A: TO BE COMPLETED BY STUDENT APPLICANT

Student Name:			
Home Address:	City:	State:	Zip:
E-mail Address:			
Contact Phone Number: (home)		(cell)	

### SECTION B: TO BE COMPLETED BY RECOMMENDER

#### ■ Instructions

**Dear Recommender:** Thank you for taking the time to provide a letter of recommendation for the student above. The information you provide will help us determine the qualifications of the applicant for our scholarship program (background information below).

Please complete the form below, and then review the guidelines on the following page before composing your letter. After completing your letter, please place it **along with this form into a sealed envelope**. Please **place your signature or a stamp across the seal to ensure the integrity of the contents**, and **return it to the student**.

#### ■ Background Information

The Stephanie Brown Cadet Memorial Foundation was founded in 2005 to establish funds and community services to pursue the lifetime passions of the Foundation's namesake: enhancing and enriching others, and helping ensure a more fair and equitable society. The Foundation's Scholarship Award Program provides financial resources to students from all backgrounds that are exemplary in volunteering time to community service. Scholarship winners are chosen by the Foundation's Scholarship Award Committee and will receive awards applicable to any college or university level school of their choosing. At present, scholarship winners will be chosen from the Greater San Francisco Bay Area.

The SBC Memorial Foundation will grant scholarship awards of \$1,000 per academic year.

More information is available at our web site: [www.sbcfoundation.org](http://www.sbcfoundation.org)

Recommender Name:
Title or Position:
Organization Name:
Your E-mail Address:
Mailing Address:
Contact Phone Number:

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## PART 4, cont: VOLUNTEER RECOMMENDATION LETTER GUIDELINES

### ■ Guidelines for Letter of Recommendation

**Recommender:** Please compose a letter sharing with us your thoughts on this student applicant and their work for your organization. In the text of your letter, please be sure that it includes information covering the following questions:

- 1) How long have you known the applicant?
- 2) Approximately how many hours has the applicant volunteered for your organization over the past 18 months?
- 3) What type of volunteer work did the applicant perform?
- 4) What are the applicant's greatest strengths in the field of community service?

### ■ Delivery Instructions

After completing your letter, please place it **along with the completed form** into a sealed envelope. **Please place your signature or a stamp across the seal to ensure the integrity of the contents, and return it to the student.**

The student will then mail this sealed envelope, along with the other components of their application directly to us.

## PART 5: OFFICIAL SCHOOL TRANSCRIPT

### SECTION A: TO BE COMPLETED BY STUDENT APPLICANT

Student Name:			
Home Address:	City:	State:	Zip:
E-mail Address:			
Contact Phone Number: (home)		(cell)	
Parent/Guardian Name:			
Parent/Guardian Signature:		Date:	

### SECTION B: TO BE COMPLETED BY SCHOOL OFFICIAL

#### ■ Instructions

**Dear School Official:** Thank you for taking the time to help complete the above referenced Scholarship Application. We ask that you provide an official school transcript for the student above on their behalf. Please place the transcript, **along with this completed form** in a sealed envelope. **Please place your signature or a stamp across the seal to ensure the integrity of the contents**, and **return it to the student**.

The student will then mail this envelope, along with the other components of their application directly to us.

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More information is available at our web site: [www.sbcfoundation.org](http://www.sbcfoundation.org)

School Official Name:	
Title:	Contact Phone Number:
School Name:	
School Official Signature:	Date: