

# Montana District Key Club Scholarships 2011-12

## Qualifications and criteria for all Key Club scholarships stipulate that applicants must:

- \* Be a college bound graduating high school student and a registered member of an registered Key Club.
- \* Have a GPA of 'B' or higher (3.0 on a 4.0 scale).
- \* At least 100 service hours

By submitting the application, Key Club members will be considered for all eligible scholarships. Complete and mail this application before March 1st, 2012, to Ed Leland or bring it with you to District Convention and turn it in at the registration table. If you wish to apply for the International Scholarships please check their web site and note the deadline is March 1<sup>st</sup>.

Ed Leland  
2221 Rosewyn Lane  
Billings, MT 59102

### **How to Apply for Key Club Scholarships**

1. Read the application and general instructions **BEFORE** you complete each section. Use only the **2011-12** application form. A typed or neatly printed application is required.
2. Put your name on the top of each page of your application. **You must attach:** the general application form; **exhibit one** for your Key Club activities; **exhibit two** for your school organizations and activities; **exhibit three** for your religious and community activities; **exhibit four** for your Key Club service hours; **exhibit five** for your honors, awards, and special recognition; **exhibit six** for your essay; **exhibit seven** for your two reference letters (no more than two pages in length) that are original letters dated and signed by your references; and **exhibit eight** for your official transcript showing your calculated grade point average with a description of the grading system utilized.
3. Complete all sections of the application as accurately as possible. Make sure that all signatures required for eligibility are included.
4. When preparing the exhibits about your activities, list the activities by organization in chronological order through your high school years.
5. Applications must include all of the required attachments. Any submitted without any portion of the application will be disqualified.
6. Application packets submitted in a binder, notebook, page covers, or scrapbook will be disqualified.
7. Submit your application as early as possible.
8. Only students who have been awarded a scholarship will receive notification by District Convention, 2012.

### **Basic Information**

The **2011-12** scholarship application is the only acceptable form that will be considered. This application is also available electronically by accessing the MT Key Club Web page at [www.mtkeyclub.org](http://www.mtkeyclub.org). The application may be printed directly from your computer screen.

The district administrator reviews all applications to assure they meet the eligibility requirements. After thoroughly evaluating all categories on the application, a scholarship committee composed of Kiwanians or adult community leaders determines the recipients. All scholarships are provided as cash awards in the form of a check issued to the college or university and the student. This check is sent directly to the college or university for deposit into the student's account and will, most likely, require the student to endorse the check also. Checks are disbursed in August.

**Recipients will be announced at the 2012 Montana Key Club Convention.**

# Montana District Key Club 'Common' Scholarship' 2011-12

Application Form (Please print or type)

Name \_\_\_\_\_  
(Last First Middle)

Address \_\_\_\_\_  
(Street City ZIP)

Member Number (if known) \_\_\_\_\_ Birth Date \_\_\_\_\_ Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

Social Security \_\_\_\_\_ Number of years in Key Club? \_\_\_\_\_

Home Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Father's Name \_\_\_\_\_ Occupation \_\_\_\_\_

Place of Employment \_\_\_\_\_

Mother's Name \_\_\_\_\_ Occupation \_\_\_\_\_

Place of Employment \_\_\_\_\_

High School \_\_\_\_\_

Faculty Advisor Name \_\_\_\_\_

Advisor Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Class Rank \_\_\_\_\_ Class Size \_\_\_\_\_ Grade Point Average/Scale \_\_\_\_\_

S.A.T. Scores: Verbal \_\_\_\_\_ Math \_\_\_\_\_ Combined \_\_\_\_\_ A.C.T. Score \_\_\_\_\_

## Service Hours Requirement:

As separate Exhibit 4, list all Key Club community service projects and activities you have completed. The projects should be organized by year, the activity and the number of community service hours you have completed. You must also have this exhibit signed by your Key Club Faculty Advisor to verify that you have participated in these activities. Key Club defines Service Hours in the following manner:

### Service Hours

- a. A service project is a voluntary act by one or more members of a Key Club for the sole benefit of an individual or group of individuals who possess a basic need for said services. All proceeds raised during a fund-raising activity must be applied toward a charitable entity for the fund-raiser to be considered a service project.
- b. Preparation and travel time for service projects are considered service hours, not administrative hours.

**UNIVERSITY INFORMATION**

I have not finalized my decision as to which school I will be attending in the fall. (If this is the case, and you are awarded a scholarship, it is your responsibility to inform Montana District Key Club of the school you will attend, so the check can be sent to the school.)

I have applied, been accepted, and **will be attending** the following school:  
(The scholarship check will be mailed directly to the school's Financial Aid or Scholarship Office. Please secure the address of this office.)

University Name: \_\_\_\_\_

To which office the check should be mailed: \_\_\_\_\_

Address:

\_\_\_\_\_ campus address

\_\_\_\_\_ city state/province postal code

Phone with Area Code \_\_\_\_\_ / \_\_\_\_\_ E-mail \_\_\_\_\_

**Hometown Newspaper Address**

Name of Hometown Newspaper \_\_\_\_\_

Address \_\_\_\_\_ Street address

\_\_\_\_\_ City state zip

**Signatures:**

Applicant \_\_\_\_\_ Printed name \_\_\_\_\_

Key Club Faculty Advisor \_\_\_\_\_ Printed Name \_\_\_\_\_

Applicant's Parent \_\_\_\_\_ Printed Name \_\_\_\_\_

## Required Attachments

- Exhibit 1.** Key Club Activities – list in chronological order, with dates, the elected positions you have held within Key Club on the club, district or International level. Also list any district/International conventions, training conferences, or leadership events you have attended.
- Exhibit 2.** High School Organizations and Activities – list in chronological order, with dates, any organizations or activities to which you have contributed or participated.
- Exhibit 3.** Religious and Community Activities – list in chronological order, with dates, any religious and community activities (including community service work) to which you have contributed or participated.
- Exhibit 4.** Key Club Service Hours – list by year, the activity and the number of community service hours you have completed. You must also have this exhibit signed by your Key Club Faculty Advisor to verify that you have participated in those activities. Please total the hours (must total 100 Key Club service hours).
- Exhibit 5.** Honors, Awards, and Special Recognition – list in chronological order, with dates, any honors, awards, and/or special recognition that you have received during your high school career.
- Exhibit 6.** Attach a 500-word essay describing a Key Club service project that you have participated in that has had the greatest impact on you.
- Exhibit 7.** Attach two recommendation letters that describe your leadership ability: one from a Kiwanis club member or the Key Club faculty advisor, and one from a community or religious leader. The reference letters must be no more than two pages in length, and they must be original letters that are dated and signed by your references.
- Exhibit 8.** Attach a certified copy of your official high school transcript showing your **calculated grade point average** with an explanation of the grading process utilized at the school. If a calculated grade point average is not supplied, the application will not be accepted.