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Jack F. and Edith Updyke Harmon Scholarship Fund 2010 Guidelines & Application

The Jack F. and Edith Updyke Harmon Scholarship Fund of East Tennessee Foundation (ETF) was established by Edith Updyke Harmon, in memory of her husband, Jack, to provide scholarship assistance to deserving students from the following high schools:

- Tennessee High School (Bristol, TN)
- Virginia High School (Bristol, VA)
- Sullivan Central High School (Blountville, TN)
- John S. Battle High School (Bristol, VA)
- Bland High School (Bland, VA).

Recipients must enroll full-time in undergraduate programs of study at one of the following higher education institutions:

- Emory & Henry College (Emory, VA)
- King College (Bristol, TN)
- East Tennessee State University (Johnson City, TN)
- University of Tennessee College of Agriculture (Knoxville, TN).

The scholarship is administered through East Tennessee Foundation (ETF), a nonprofit regional community foundation. ETF is an equal opportunity provider of services. East Tennessee Foundation does not discriminate on the grounds of disability, age, race, color, religion, sex, ethnic origin, or any other classification protected by Federal and/or Tennessee state constitutional and/or statutory law. All scholarships are awarded in accordance with East Tennessee Foundation scholarship policies.

The Fund will offer a \$5,000 four-year renewable scholarship which will be made in the form of a grant to one of the eligible institutions listed above. The scholarship may be used to support tuition, fees, and any other academic-related expenses.

Eligibility

To qualify for scholarship consideration, the applicant must:

1. Be a graduating senior at one of the eligible high schools listed above.
2. Have a Grade Point Average (GPA) of at least 3.0.
3. Demonstrate financial need.
4. Enroll full-time beginning fall 2010 at one of the eligible institutions of higher education listed above.
5. Plan to pursue a course of study in any of the following areas: music, art, agriculture, math or science.
6. The scholarship is renewable for four years as long as the student:
 - a. enrolls full-time each semester
 - b. maintains a 3.0 GPA each semester
 - c. continues to pursue one of the courses of study listed above
 - d. maintains conduct that will reflect favorably on him/herself, the scholarship fund, East Tennessee Foundation and the chosen institution.

Thoughtful giving for stronger communities, better lives

Scholarship Selection Committee

A scholarship selection committee will be pre-selected and approved by ETF's Board of Directors. The committee's function shall be to **select** the scholarship recipient. After considering the applicants' **financial need and academic achievement**, the committee may also weigh the following factors:

- General aptitude for advanced educational work and seriousness of purpose.
- Qualities of citizenship in school and the community, such as volunteer work and employment history.
- Participation in extracurricular activities at the school or in the community.

There will be one \$5,000 four-year renewable award given in 2010. However, the Committee, in its sole discretion, may elect not to grant any scholarship in any particular year if it determines the applicants do not meet the criteria set forth herein or the income of the Fund precludes such award. Scholarship awards shall be used only for the recipient's tuition, textbooks, academic equipment, necessary housing or living expenses incurred while a full-time student and/or other necessary costs of the recipient's attendance as a full-time student at one of the aforementioned colleges.

Grant Information.

Scholarships will be made in the form of grants to the recipient's school in the amount of \$5,000 per year. The scholarship award will be made in two distributions: one at the beginning of the fall semester and the second at the beginning of the spring semester.

Application Process

*Please send six (6) collated copies, plus the originals, in the following order (please **no** staples):*
(Nothing sealed in separate envelopes, please. Attachments should NOT be mailed separately.)

1. Complete application form, including an original signature.
2. Typed resume (if possible).
3. Copy of transcript including your grades through the fall semester of your senior year. If applicable, Advanced Placement (AP) scores should be included.
4. One teacher reference letter (may use attached form or separate paper).
5. One general reference letter from a non-relative not associated with the applicant's high school (may use attached form or separate paper).
6. A photocopy of your *Student Aid Report (SAR)*, which is a document you will receive from the Federal Financial Aid Processing Center after your FAFSA (Free Application for Federal Student Aid) is processed. If you have not received your SAR, please send a photocopy of your completed FAFSA. (FYI: The FAFSA is also required for the Tennessee Education Lottery Scholarship Program.)

Applications are non-returnable and become property of ETF upon receipt.

Please mail application materials to:

Ms. Beth Heller
Scholarship and Program Associate
East Tennessee Foundation
625 Market Street, Suite 1400
Knoxville, TN 37902

*For questions, concerns or more information, please contact Ms. Heller,
at (865) 524-1223 or toll-free at 1-877-524-1223.*

**Application packets must be received by East Tennessee Foundation or
postmarked no later than Friday, March 12, 2010.**

Jack F. and Edith Updyke Harmon Scholarship

2010 Application Form

Application Packet Checklist: *Please send six (6) collated copies, plus the originals, in the following order (please **no** staples):*

1. Complete application form, including an original signature.
2. Typed resume (if possible).
3. Copy of transcript including your grades through the fall semester of your senior year. If applicable, Advanced Placement (AP) scores should be included.
4. One teacher reference letter (may use attached form or separate paper).
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NOTE TO APPLICANTS:

Your application will represent you! Its neatness, correctness, and appearance are important. If at all possible, type. Check and double-check your grammar, spelling and punctuation. Please fill in every question on this application. Only complete applications received or postmarked by the deadline will be considered by the scholarship selection committee.

All information will remain confidential.

Full Name: _____

If awarded a scholarship, you will be asked for your Social Security number. Do you have one?
Yes _____ No _____

Complete Address: _____ County: _____

Phone Number: _____ Cell Number: _____

Email address: _____ Cumulative Grade Point Average: _____

High School: _____ ACT OR SAT Score: _____ Class Rank: ___ of ___

Name of college planning to attend: _____

Intended major or course of study: _____

Number in household (include applicant): _____

Number in household attending college during 2010-2011 (include applicant): _____

Number in family: Parents: ____ Siblings: ____ Other: ____ (specify relationship) _____

Approximate total of applicant's parental **annual income**: \$ _____

Approximate total of **applicant's annual income**: \$ _____

Approximate total of additional annual income (if applicable): \$ _____

Please complete the following sections:

(Use back of application if needed)

List any honors or awards.

List all school activities and years of participation.

List important outside activities (religious activities, community, volunteer, etc.), your role in each organization, number of hours given and any leadership roles.

List places of employment, type of job and name of supervisor.

Personal Statement: Please attach a separate piece of paper with a personal statement, which may include challenges you have faced, what this scholarship would mean to you, experiences that have affected you, etc.

I verify that to the best of my knowledge the information provided to the Jack F. and Edith Updyke Harmon Scholarship Selection Committee is accurate.

Applicant's Signature

Date

Please paperclip (do NOT staple) six (6) collated sets of application materials **plus** the originals. Nothing sealed in separate envelopes, please. Attachments should NOT be mailed separately.

Only complete application packets will be considered. Please mail application materials to:

East Tennessee Foundation
ATTN: Beth Heller
625 Market Street, Suite 1400
Knoxville, TN 37902
(865) 524-1223

*For questions, concerns or more information, please contact **Beth Heller**,
ETF Scholarship & Program Associate, toll-free at 1-877-524-1223.*

**Completed applications must be received by East Tennessee
Foundation or postmarked no later than
Friday, March 12, 2010.**

Jack F. and Edith Updyke Harmon Scholarship Fund
Teacher Reference Form

The student named below is applying for the Jack F. and Edith Updyke Harmon Scholarship.

Name: _____

Please write a recommendation telling us why you think this person deserves consideration. Be specific in your reasons. The scholarship selection will be based upon academic achievement and potential, financial need, the applicant's personal statement, and participation in extracurricular activities at the school or in the community. Please address these issues on this sheet; you may use the back if necessary. *Once completed, please give this form directly to the student to attach to his/her application packet.* **Thank you!**

Name: _____ Date: _____

Title: _____ Phone: _____

Address: _____

Signature: _____

**Please return to the student before the application deadline of
Friday, March 12, 2010.**

Jack F. and Edith Updyke Harmon Scholarship Fund
General Reference Form

The student named below is applying for the Jack F. and Edith Updyke Harmon Scholarship.

Name: _____

Please write a recommendation telling us why you think this person deserves consideration. Be specific in your reasons. The scholarship selection will be based upon academic achievement and potential, financial need, the applicant's personal statement, and participation in extracurricular activities at the school or in the community. Please address these issues on this sheet; you may use the back if necessary. *Once completed, please give this form directly to the student to attach to his/her application packet.* **Thank you!**

Name: _____ Date: _____

Title: _____ Phone: _____

Address: _____

Signature: _____

Please return to the student before the application deadline of
Friday, March 12, 2010.