



EILEEN MCCAUGHAN MEMORIAL SCHOLARSHIP

SCHOLARSHIP APPLICATION INSTRUCTIONS

Application Deadline: March 31

Dear Scholarship Applicant:

The application for the Eileen McCaughan Memorial Scholarship is attached. This scholarship is open to all eligible residents of Key Biscayne and any student who is attending or has attended Coral Gables Senior High School.

SCHOLARSHIP REQUIREMENTS ARE:

1. Minimum 2.5 GPA.
2. Must be a current or former resident of Key Biscayne. If the applicant is not a current or former resident of Key Biscayne, they must attend or have attended Coral Gables Senior High School.
3. Graduate of a Miami-Dade County Public or private secondary school or expect to graduate by June 2011. If a graduate, the applicant shall be a full time student (12 credits or more) at an approved post-secondary institution: college, university or graduate school.
4. Must be a U.S. Citizen.
5. Must submit two (2) letters of recommendation.
6. Must report all financial aid and/or scholarships applied for and/or awarded in this application and with all supporting documentation.
7. Must submit "Permission to Release Information" letter to the college/university.
8. Must submit most recent copy of tax return.
9. Must submit most recent transcript.
10. Must submit a resume with all volunteer activities, work experience, and awards/honors received (listed by grade level).
11. All items must be included or the application will not be considered.

Applications must be delivered to the front desk of Coldwell Banker, 328 Crandon Blvd #127, Key Biscayne no later than March 31. Eileen McCaughan Scholarship recipients will be announced at the Annual Pasta Dinner to be held in April.

The Scholarship Committee hopes these instructions and the application will help worthy students receive assistance toward their education. Should you have questions concerning the criteria or any other matter regarding this scholarship, please contact Elaine Gross at (305) 361-1562 or Melissa White at (305) 206-0549.

Sincerely,

The Eileen McCaughan Memorial Scholarship Committee

EILEEN MCCAUGHAN SCHOLARSHIP APPLICATION

General Instructions

Answer all questions. Leave no blanks. Please type or print neatly in black ink. Incomplete applications will not be accepted.

PERSONAL INFORMATION

Name _____ Phone _____

Permanent Home Address _____

City _____ State _____ Zip _____

Social Security No. _____ Sex _____ Marital Status _____

Date of Birth _____ American Citizen? _____ Place of Birth _____

If not presently living on Key Biscayne, give years of residence: _____

FAMILY INFORMATION

Name of father/guardian _____ Employer _____

Address _____ Phone _____

Name of Mother/guardian _____ Employer _____

Address _____ Phone _____

Name of Spouse _____ Employer _____

Address _____ Phone _____

Other children/dependents supported by parent or guardian or applicant. Please list name, age, and school or college they are presently attending.

HIGH SCHOOL

High School of Graduation _____

Date of Actual or Expected Graduation _____ Rank in Class _____

Class Size _____ GPA _____

COLLEGE/UNIVERSITY

Please indicate below the colleges to which you have applied in order of preference and circle your acceptance status: Y = Yes; N = No; NR = No response from college yet.

| | | | |
|---------|---|---|----|
| 1 _____ | Y | N | NR |
| 2 _____ | Y | N | NR |
| 3 _____ | Y | N | NR |
| 4 _____ | Y | N | NR |
| 5 _____ | Y | N | NR |

What is your intended major? _____

Where do you intend to live? _____ On campus? _____ Apt/Off campus? _____ Other _____

What do you anticipate your total annual costs to be? _____

Amount you have saved for your college education _____

Amount you have anticipate to earn annual for education _____

Amount you anticipate your family/parents will contribute _____

FINANCIAL AID & SCHOLARSHIPS

Have you applied for any other scholarship at any time? Is there any special scholarship or aid available to you? For example: military, work study employment, etc.

Have you ever been granted any of the above? If yes, which and how much?

Have you applied for financial aid for the upcoming academic year?

ACTIVITIES/HONORS/AWARDS

(Attach a separate sheet if necessary)

Scholastic: List school activities, sports, clubs, offices and academic honors received while attending school, for example: Band 2, 3

Civic: List non-school activities and organizations in which you have been involved and any awards or commendations you have received.

SPECIAL CIRCUMSTANCES

You may use this space to explain any personal or family circumstances that would influence the committee in the selection process. Such things as financial problems, other siblings in college, illness, handicaps, unemployment, etc. may be considered.

My signature below is to certify that all of the information reported in this application is true and correct to the best of my knowledge, and further that I understand and agree that if I am awarded this scholarship, it will be payable to the college, as a credit to me, only upon proof of full-time enrollment at the college.

Signature of Applicant Date

Signature of Parent or Guardian *(If applicant is a minor)* Date

EILEEN MCCAUGHAN MEMORIAL SCHOLARSHIP

Letter of Recommendation

Name of Applicant _____

Address _____ Phone _____

Name of Recommender _____

Address _____ Phone _____

How long have you known the applicant? _____

What has been your relationship to the applicant? _____

Please indicate what you know about the applicant's background: his/her family circumstances, home environment, neighborhood and any other pertinent information relating to his/her background.

Please state the applicant's attitude toward education, his/her specific strengths, weaknesses and achievements, and other relevant information.

Include this copy with your McCaughan application.

PERMISSION TO RELEASE INFORMATION TO THE EILEEN MCCAUGHAN MEMORIAL SCHOLARSHIP

TO: Financial Aid Director

University/College

City, State, Zip

I have applied for a Grant from the Eileen McCaughan Memorial Scholarship (EMMS). All of my required documents have been submitted to EMMS and my file is complete. I hereby authorize you to discuss my eligibility to receive the grant by telephone, fax or mail with a representative of the EMMS.

Student Name (print)

Student Signature

Social Security Number

Parent Name (print)

Parent Signature

Date

EMMS WILL NOT CONTACT COLLEGES FOR MISSING AWARD LETTERS, SAR, TRANSCRIPTS, ETC.

EMMS WILL NOT ADJUST AWARD AMOUNTS AFTER EMMS GRANT AWARD LETTERS HAVE GONE OUT.

THERE WILL BE NO EXCEPTIONS TO THE ABOVE.

Include this copy with your McCaughan application.

Impacting the LOCAL,
GREATER,
GLOBAL &
COMMUNITIES.

EILEEN MCCAUGHAN MEMORIAL SCHOLARSHIP

Scholarship Checklist

APPLICATION DEADLINE: March 31st

Dear Scholarship Applicant:

To be considered for the Eileen McCaughan Scholarship, you must submit all paperwork listed below as part of your application package. There will be no exceptions, so please double check that your application has the following:

- Eileen McCaughan Scholarship Application;
- Two (2) Letters of Recommendation;
- Financial aid and supporting documentation;
- "Permission to Release Information" letter for the college/university;
- Copy of parent's most recent tax return;
- Most recent transcript;
- Resume with all volunteer activities, work experience, and awards/honors received (listed by grade level).

If you have any questions please contact Elaine Gross at (305) 361-1562 or Melissa McCaughan at (305) 206-0549 or CAP.