William S. Harvey Deltona Scholarship Program 2010/2011 Packet Contains

The City of Deltona Commission has limited the number of scholarships a student may receive to two (2). Please do not apply if you have already received two (2) scholarships from the William S. Harvey Deltona Scholarship Program. Below is a list of documents that make up the application packet.

1. Scholarship Packet Contains Form.
2. Scholarship Eligibility Requirements Form.
3. Scholarship Checklist Form.
4. Social Security Number Form.
5. Scholarship Application.

If for any reason you have not received all five (5) documents, please contact the William S. Harvey Scholarship Selection Committee Staff Liaison at 386-878-8754.

The City Commission of the City of Deltona has appointed seven (7) Deltona residents to serve on the William S. Harvey Scholarship Selection Committee. All applications must be submitted or postmarked by the due date and time selected by the Scholarship Selection Committee, listed at the bottom of this page. The Scholarship Selection Committee reviews the applications ranking them according to a predetermined ranking system.

The Deltona Commission approved an award range of no more than $3,000 and no less than $1,000 to deserving applicants. When the Scholarship Selection Committee has made their selections, the selections are submitted to the City Commission at the next available Regular City Commission Meeting. The Regular City Commission Meetings are scheduled on the first and third Mondays of each month, unless there is a Monday holiday, at which time the meeting will usually be scheduled for the following day.

The Commission will review the Scholarship Selection Committee's selection list and either approve or deny the selections. After the Commission approves the recipient list, a letter will be sent to each recipient apprising them of the Commission's decision. Included in the letter to the award recipients will be the Scholarship Acceptance Form which must be filled out entirely and returned to the Staff Liaison within 30 days of receipt of the award letter. This form notifies the City what college/university the applicant has selected and has been accepted to attend. If the recipient fails to return the Scholarship Acceptance Form within the 30 day time frame, the funds will be dispersed to the next eligible applicant(s). Each award recipient will be notified of the Regular City Commission Meeting date and time that the awards will be presented by the Commission.

Submit the completed Application Packet, in the order listed on the Checklist, to the:

William S. Harvey Scholarship Selection Committee
Staff Liaison
2345 Providence Blvd.
Deltona, FL 32725

PLEASE NOTE:
Incomplete applications will not be considered. All applications must be postmarked by March 1st, 2011 or Hand delivered by March 1st, 2011 no later than 5:00 pm. If you have already received two (2) scholarships from the City of Deltona, please do not apply.

Revised 12/1/10

William S. Harvey Deltona Scholarship Eligibility Requirements 2010/2011

The City of Deltona is proud to offer financial assistance to residents who are in pursuit of an academic degree at an accredited* Florida community college, college and/or university. Scholarships are awarded based on the applicant's financial needs, scholastic achievements, participation in academic and community organizations and programs. Please **do not** apply if you have already received two (2) scholarships from the William S. Harvey Deltona Scholarship Program. The City of Deltona Commission limited the number of scholarships each applicant may receive from the City of Deltona to two (2) scholarships at the Regular City Commission Meeting, October 22, 2007.

Applicant must:

- Currently reside in the City of Deltona and have maintained at least 6 months of residency within the City.
- Have a minimum grade point average of 2.00.
- Have current standardized test scores (e.g. PSAT, SAT, ACT, GED).
- Have applied or been accepted as a full time student at an accredited* Florida community college, college and/or university and must enroll upon graduation from high school.
- Notify the William S. Harvey Deltona Scholarship Selection Committee with a copy of a letter of intent to enroll. If a recipient fails to provide a copy of the letter of intent to the Scholarship Committee, funds will be allocated to the next eligible applicant.
- Upon award of a scholarship, return the Scholarship Recipient Form within 30 days of award notification. Scholarship recipients who enroll at an accredited institution different from that listed on the Application and Scholarship Recipient Form will need to notify the Scholarship Committee ***immediately***. Allocated funds will be transferred to the appropriate Florida institution.

Each Applicant's Scholarship funds will be mailed directly to the chosen school's Financial Aid Office. Please check with the Florida community college, college and/or university to verify the address and phone number of where the award should be sent. It is not the responsibility of the City to verify information you have submitted regarding the Florida community college, college and/or university you have selected. All unused funds must be returned to the City of Deltona Finance Department along with a copy of the Social Security Number Form and a letter informing the City of the reason for the return of funds. The funds will be re-incorporated into the Scholarship Fund for the next scholarship award year.

**Accreditation is through the Commission on Colleges: Southern Association of Colleges and Schools, refer to http://www.sacscoc.org/.*

Scholarship recipients will be selected without regard to race, age, gender, religion, political beliefs or any other factors which could be constituted unfair or illegal discrimination.

Revised 12/1/10

William S. Harvey
Deltona Scholarship Checklist
2010-2011

The City of Deltona is proud to offer financial assistance to our residents who are in pursuit of an academic degree at an accredited* Florida community college, college and/or university. At the Regular City Commission Meeting on October 22, 2007 the City of Deltona Commission has limited the number of William S. Harvey Deltona Scholarships a student may receive to two. Please **do not** apply if you have already received two (2) William S. Harvey Deltona Scholarships from the City of Deltona. In order to process applications and ensure fairness, the William S. Harvey City of Deltona Scholarship Selection Committee asks all applicants to submit the following documentation in the order listed:

_____ 1. Scholarship Checklist.

_____ 2. Social Security Number Form.

_____ 3. Copy of driver's license or State identification.

_____ 4. Complete Scholarship Application. Incomplete applications will **not** be considered.

_____ 5. Scholarship Essay, as described on page three (3) Item VI, of the Scholarship Application.

_____ 6. Copy of current standardized test scores (e.g. PSAT, SAT, ACT).

_____ 7. Official sealed high school/college transcripts, or GED scores.

_____ 8. Applicants **must** provide one of the following for determining financial need:

a. Copy of the applicant's complete university or college Federal student Aid Report (FAFSA).

b. Copy of applicant's (if filed as an independent) Federal Income Tax Return from previous year with personal information such as Social Security number, bank account numbers and access codes redacted. (use **white out** and not a black marker as the information imprint will show through if black marker is used)

c. Copy of parent/guardian's Federal Income Tax Return from previous year with personal information such as Social Security numbers, bank account numbers and access codes redacted. (please use **white out** and not a black marker as the information imprint will show through if black marker is used)

_____ 9. **Optional:** Demographic Information. (Not required for a completed application.)**

Submit the Application Packet, in the order listed on the Checklist, via mail or hand delivery to the:
William S. Harvey Scholarship Selection Committee, 2345 Providence Blvd., Deltona, FL 32725.
All applications must be postmarked by March 1st, 2011 or received via hand delivery by March 1st, 2011 no later than 5:00 pm.

Applicant Name (Print):

**Accreditation is through the Commission on Colleges: Southern Association of Colleges and Schools, refer to http://www.sacscoc.org/.*

***Scholarship recipients will be selected without regard to race, age, gender, religion, political beliefs or any other factors which could be constituted unfair or illegal discrimination.*

Application must be filled out completely for scholarship consideration.

Revised 12/1/10

William S. Harvey Deltona Scholarship Program Application 2010-2011

Applicant's Information

(Please print clearly using black or blue ink)

Applicant's Name: _____
(Last) *(First)* *(Middle Initial)*

Applicant's Current Address: _____
(Number and Street)

_____
(City) *(State)* *(Zip Code)*

Deltona Resident since: _____
(month/day/year) *(Minimum of six months residency required)*

Preferred Telephone Contact #: _____.

Secondary Telephone Contact #: _____.

Email: _____.

Applicant's Driver's License or Identification Number: _____.
(State and Number) ***(Attach photocopy to documentation submitted)***

I. Applicant's Family Information:

Father's Name: _____
(if applicable) *(Last)* *(First)*

Address: _____

Phone #: _____ Email: _____

Mother's Name: _____
(if applicable). *(Last)* *(First)*

Address: _____

Phone #: _____ Email: _____

Guardian's Name: _____
(if applicable). *(Last)* *(First)*

Address: _____

Phone #: _____ Email: _____

Number of members in household: _____ *(including self).*

Number in household currently attending a post secondary institution: _____.

Application must be filled out completely for scholarship consideration.

.Applicant's Name: _____

II. Applicant's Financial Information:

1. Applicants **must** provide one of the following for determination of financial need:

   a) Copy of the applicant's complete university or college Federal Student Aid Report (FAFSA).
   b) Copy of applicant's (if filed as an independent) Federal Income Tax Return from previous year.
   c) Copy of parent/guardian's Federal Income Tax Return from previous year.

2. List other pending or received Scholarships/Financial Aid, and amounts:

   a) _____ $ _____ Applied ☐ Received ☐

   b) _____ $ _____ Applied ☐ Received ☐

   c) _____ $ _____ Applied ☐ Received ☐

III. Applicant's Personal Information:

1. List previous and current work history. Use additional paper if necessary:

Company	Employment Dates	Responsibilities

2. References (Please provide three references not related to applicant):

Name	Telephone Contact #

IV. Applicant's Academic Information:

(Attach Official Transcript, GED Scores, and Test Scores)

Identify school type: High School _____ Home School _____ GED _____ College/University _____

School Name: _____.
(Name) *(Address)*

Have you participated in a dual-enrollment program? Yes _____ No _____

Anticipated Graduation or GED Completion Date: _____.

Current GPA: _____ Weighted GPA: _____ *(If applicable)*

Application must be filled out completely for scholarship consideration.

Applicant's Name: _____
(Last) *(First)* *(Middle Initial)*

V. Applicant's Academic/Community Involvement Information

1. List academic or community organizations/activities in which you are involved. Use additional paper if necessary. Provide contact information:

Organization Name	Advisor Name/ Phone Number	Applicant's Involvement

2. List academic awards or recognitions:

Award/Recognition	Award Description	Date Received

3. Florida college(s) or university(ies) to which you have applied or been accepted:

College/University applied to:	Applied (Date)	Accepted (Date)

4. Anticipated:

Major: _____

Minor: _____

Application must be filled out completely for scholarship consideration.

Applicant's Name: _____
(Last) *(First)* *(Middle Initial)*

VI. Applicant's Essay Submission:

1. On a separate sheet, or sheets, of paper the applicant must use the following format guidelines:

   a. 500-750 words in length double-spaced
   b. Non-bold Times New Roman 12 point font
   c. Identify the essay with applicant's name and the essay theme title.

2. For the essay, address **one** of these four theme titles:

   1. Following your planned coursework, how will you contribute to the City of Deltona's future?
   2. Why do you consider Deltona to be unique among Florida cities?
   3. Why have you chosen your specific course of study/career?
   4. Why do you feel you are qualified to receive a City of Deltona Scholarship?

Applicant's Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____
(If applicable)

For additional information, please contact:
William S. Harvey Scholarship Selection Committee
Staff Liaison
2345 Providence Boulevard
Deltona, Florida 32725
(386) 878-8754

Please mail or hand deliver all pertinent documentation to:
William S. Harvey Scholarship Selection Committee
Staff Liaison
2345 Providence Boulevard
Deltona, Florida 32725

Application must be filled out completely for scholarship consideration.

Disclaimer:
Scholarship award recipients have 30 days to reply in writing and submit a copy of letter of acceptance to the Scholarship Selection Committee. If a recipient fails to contact the Scholarship Selection Committee, funds will be allocated to the next eligible recipient(s). The recipient must also notify the Scholarship Selection Committee with a copy of a letter of intent to enroll. Scholarship recipients who enroll at an accredited institution different from that listed on the application or Scholarship Recipient Acceptance Form will need to notify the Scholarship Selection Committee *immediately*. Allocated funds will be transferred to the appropriate Florida institution.

Optional Demographic Information

Name: _____
(Last) *(First)* *(Middle Initial)*

Applicant's Gender: Male / Female

Race/Ethnicity: _____American Indian/Alaska Native

_____ Asian/Pacific Islander

_____ Black

_____ Hispanic

_____ Multiracial

_____ Other

_____ White

Date of Birth: _____
(Month) *(Date)* *(Year)*

Application must be filled out completely for scholarship consideration.

William S. Harvey Deltona Scholarship Program Social Security Form 2010/2011

Date: _____

Applicant's Printed Name: _____

Applicant's Social Security Number:** _____
(XXX-XX-XXXX)

The information contained above is true and accurate.

Applicant's Signature: _____

***The City of Deltona requests your social security number for the following purposes: classification of accounts; identification and verification; credit worthiness; billing and payments; account collection; data collection; reconciliation; tracking; benefit processing; tax reporting and is needed to perform the required functions of local, state and federal regulations. Social Security numbers are also used as a unique numeric identifier and may be used for search purposes. A copy of this form will accompany the award check to the college/community college/university selected by the award recipient.*

According to Florida Statutes, a person's Social Security Number is exempt from the public and should be redacted from any and all documentation to be copied for the public. This page is not to be included in whatever copies are made for the public. It is to record, for the William S. Harvey Scholarship Selection Committee, the Applicant's Social Security number only for the purposes stated above. It is to be kept with the Applicant's original application in storage for the length of time required by the State of Florida for such documents.