

Laurel Alumni Association, Inc.
P.O. Box 382
Laurel, DE 19956

**GUIDELINES FOR
HELEN KIRK DEPUTY ELLIS SCHOLARSHIP AWARD**

The Helen Kirk Deputy Ellis Scholarship was established by her husband, Frank G. Ellis; her sister, Mary Ellen Deputy Fowler and many former students and friends. This Scholarship, first awarded in 1994, was created to perpetuate the memory of Helen Kirk Deputy Ellis (October 14, 1906 - January 24, 1993). Mrs. Ellis was a dedicated teacher in the State of Delaware for 42 years -- 33 of them in the Laurel School District. She graduated from Laurel High School with the Class of 1923. At Hood College, Frederick, MD, she received her Bachelor of Arts degree in 1927 with majors in Latin and education. She also completed minors in Spanish and French.

The applicant must have a minimum cumulative 2.50 GPA and have been accepted for admission to a four year college. The applicant must be a graduate of the Laurel High School. The applicant is also eligible to apply for any other scholarships offered by the Laurel Alumni Association Inc., unless the other scholarship specifically forbids the applicant from receiving both scholarships. Screening of applicants will be done by the Scholarship Selection Committee to determine award recipients. Any application which does not satisfy the above requirements, or which are not postmarked by the date stated below, or which are not complete as provided herein, will be disqualified and the application will be rejected. All applications that satisfy the herein stated criteria will be forwarded to the selection committee for consideration in conformity with established guidelines. The application must contain one or two paragraphs answering each of the following questions:

1. HOW WOULD ATTENDING COLLEGE/TRADE SCHOOL FURTHER MY CAREER GOALS?
2. IF YOU'RE CHOSEN, WHAT IS IT THAT YOU WANT THE MEMBERSHIP TO BE TOLD ABOUT YOU WHEN YOU RECEIVE THIS AWARD?

The application form may be handwritten, typed or printed on computer.

Applications are available after March 1st and completed applications must be returned postmarked on or before April 1st each year. Applications may be obtained by writing our Association or they may be picked up at the Guidance Counselors' office at the Laurel High School. Notification of the award will be made to the student just prior to our annual banquet in May.

The scholarship will be applied toward tuition, room, board and other related expenses. The checks will be made payable to the college at the beginning of each semester in eight equal payments. Payments will be made thru the Delaware Community Foundation.

If you are the successful candidate for a scholarship, a thank you note is required to be sent to the LAA. No disbursement will be authorized with out a thank you note being received.

It is the responsibility of the scholarship recipient to forward a copy of his or her college invoice for each academic semester to the Delaware Community Foundation. No disbursements will be made prior to the invoice being received by the DCF. To remain eligible, the student must remain a full-time student in good academic standing at a four year school.

**The address is: Delaware Community Foundation
Attn: Laurel Alumni Scholarship Administrator
36 The Circle
Georgetown, DE 19947**

HELEN KIRK DEPUTY ELLIS SCHOLARSHIP APPLICATION
Laurel Alumni Association Inc.
P.O. Box 382
Laurel, DE 19956

STUDENT APPLICATION INSTRUCTIONS

1. Applicant must be a graduating senior from Laurel High School.
2. Applicant must have a minimum cumulative 2.50 GPA and have been accepted for admission to a four year college or university. Please attach a copy of any admittance letter you have received. If you have any school that you are on the waiting list for admittance, please note it on the application form on Line 12.
3. Applicants should submit a copy of their most recent SAT scores, or other standardized test scores, if available. If not available, please enclose a letter so stating and explaining why. Although these standardized test scores are not a part of the initial consideration, in the event two (2) students appear to be equally qualified, the standardized score may be used by the selection committee as a tie-breaker.
- 4.. All questions must be answered completely. If the answer to any question is "none" so indicate; or if the question does not apply, line out the appropriate space or spaces. An incomplete and/or unsigned application will not be considered.
5. Additional information, if thought necessary to explain in more detail any section of this application, may be written on a sheet of paper and appended to this form. Use the number of the section to reference the appended material.
- 6.. A letter of recommendation from one high school teacher and one non related community member must accompany the application. The non related community member letter CAN NOT be from a school employee.
7. Four copies of this student application are required. Also four copies of the student's official transcript and four copies of the first semester's report card must accompany this application. If the first semester's grades of the student's senior year are on the transcript, then no copy of the report card is necessary. The completed forms must be postmarked on or before April 1st and mailed to the address given in the heading above.

8. The statement of policies noted below should be read before completing this application.
9. All information furnished in connection with a student application will be treated confidentially.
10. Any questions, please call 302-875-2503 for clarification.

POLICIES

THE HELEN KIRK DEPUTY ELLIS Scholarship is awarded to a worthy student graduating from Laurel High School to assist him or her in financing his or hers education beyond high school. Consideration is given to academic merit, school activities and community involvement. The HKDE Scholarship is intended to augment a student's other resources for educational purposes.

**LAUREL ALUMNI ASSOCIATION
SCHOLARSHIP AWARD APPLICATION**

The Laurel Alumni Association also administers the George Schollenberger Scholarship, and the Helen Kirk Deputy Ellis Scholarship.

**THE APPLICATION CAN BE USED FOR ALL FOUR (4) OF THE
SCHOLARSHIP.**

**THE APPLICATION IS AVAILABLE MARCH 1ST AND MUST BE
POSTMARKED TO RETURN TO OUR ADDRESS BY APRIL 1ST.**

The Helen Kirk Deputy Ellis scholarship is to be awarded to a graduating senior from Laurel High School. The applicant does not have to be a child of an alumni member. Also, the recipient must be attending a four (4) year accredited college / school.

The George Schollenberger scholarship is to be awarded to a graduating senior from Laurel High School and a resident of the Laurel School District. The applicant does not have to be a child of an alumni member. The applicant must be attending a four (4) year, or two (2) year accredited college/trade school. The applicant must have lettered in football for two years and have a cumulative GPA between 2.50 and may not exceed a 3.50 cumulative GPA. In addition a letter must be included in the application from the Athletic Director to verify the applicant has lettered in football for two seasons. The applicant can receive other scholarships offered by the Alumni Association. providing that the applicant meets the scholarship requirements.

The address is:	Laurel Alumni Association, Inc. P.O. Box 382 Laurel, DE 19956
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PLEASE CIRCLE THE APPROPRIATE CHOICES:

1. I wish to apply for the Laurel Alumni Scholarship.
2. I wish to apply for the Helen Kirk Deputy Ellis Scholarship.
(This is for a 4 year college)
3. I wish to apply for the George Schollenberger Scholarship.
I am aware of the need for a letter from the Athletic Director
verifying that I have lettered in football for two seasons.

I have read the requirements for all the scholarships administered by the Laurel Alumni Scholarship Foundation. I understand that if I receive a scholarship from the LASF the following use of the funds apply:

All funds for any LASF scholarship must be requested beginning with the fall semester after it has been awarded. The scholarship award is to be used during the first two years after receiving the award. The time period may be extended for a year, BUT has to be requested in writing and approved by LASF.

The Helen Kirk Deputy Scholarship must be requested beginning with the fall semester after it has been awarded. The scholarship award is to be used during the first four years after receiving the award. The time period may be extended for a year, BUT has to be requested in writing and approved by LASF.

SIGNATURE OF APPLICANT: _____

SIGNATURE OF PARENT/GUARDIAN _____

**LAUREL ALUMNI ASSOCIATION
SCHOLARSHIP AWARD APPLICATION**

PLEASE PRINT OR TYPE:

1. NAME _____
Last
First
Middle

2. HOME ADDRESS: _____
Street or Route and Box Number

City
State
Zip Code

3. HOME PHONE: _____

4. DATE OF BIRTH: _____

5. SOCIAL SECURITY NO: _____
 STUDENT ID NO. (IF ASSIGNED BY THE COLLEGE OR UNIVERSITY)

6. PARENTS & GRANDPARENTS:

	First	Middle	Last	LAA* Member	Class
FATHER:	_____	_____	_____	Y N	_____
MOTHER:	_____	_____	_____	Y N	_____
GRANDFATHER:	_____	_____	_____	Y N	_____
GRANDMOTHER:	_____	_____	_____	Y N	_____
GRANDFATHER:	_____	_____	_____	Y N	_____
GRANDMOTHER:	_____	_____	_____	Y N	_____

* Laurel Alumni Association Inc. Y = yes N = No

**LAUREL ALUMNI ASSOCIATION
SCHOLARSHIP AWARD APPLICATION**

7. HIGH SCHOOL ATTENDED: _____

8. GRADUATION DATE: _____

9. LIST SCHOLASTIC HONORS AND AWARDS RECEIVED IN HIGH SCHOOL:

10. LIST SCHOOL ACTIVITIES IN WHICH YOU PARTICIPATED AND NUMBER OF YEARS (Example: Football 1-4: French Club (1-2):

11. LIST COMMUNITY AND CIVIC ACTIVITIES (List any awards):

12. WHERE HAVE YOU BEEN ACCEPTED FOR ADMISSION?

Please attach a copy of any acceptance letter or list colleges that you are on the waiting list for acceptance.

**LAUREL ALUMNI ASSOCIATION
SCHOLARSHIP AWARD APPLICATION**

In the space provided below, or on a separate sheet of paper, answer the following questions in a brief, concise paragraph or two. **Must be typed or printed by computer.**

1. How would attending college or a university further your career goals?

2. If you're chosen to receive a scholarship, what is it that you want the membership to be told about you when you receive this award?

CHECK LIST FOR LAA SCHOLARSHIP APPLICATIONS

The following list are things the applicant should check that they have completed prior to the mailing of the application before April 1st.

- _____1. Sign application. Have parent sign the application. Page 2
- _____2. Complete all pages of the application. Page 2 thru Page 6
- _____3. Letter of recommendation from a high school teacher.
- _____4. Letter of recommendation from a non related community member. The non related community member CAN NOT be a school employee. If applying for the Schollenberger Scholarship, a letter from the Athletic Director must also be included.
- _____5. Official transcript and first semester's report card. Most recent SAT or standardized test score or letter explaining why there is not a score.
- _____6. Four copies of all materials.
- _____7. Be sure to circle, on Page 2, which scholarships you wish to apply for.
- _____8. Make sure application is post marked before April 1st.

If you are a successful candidate for a scholarship, the Laurel Alumni Association Scholarship Foundation will notify you prior to the annual banquet. A THANK YOU NOTE IS REQUIRED TO BE SENT TO THE LAA FOR EACH SCHOLARSHIP RECEIVED. NO PAYMENTS WILL BE AUTHORIZED, WITH OUT A THANK YOU NOTE BEING RECEIVED.

When you receive your first invoice from the college, university, or trade school, a copy of the invoice or proof that you are still a full time student, will need to be sent to the following address.

**The Delaware Community Foundation
ATTN: Laurel Alumni Scholarship Administrator
36 The Circle
Georgetown, DE 19947**

This will need to be done for each semester that you are eligible for a scholarship payment. ALL PAYMENTS ARE MADE TO THE SCHOOL NOT TO AN INDIVIDUAL. To avoid any delay in payments, the invoice should be sent as early as possible for each semester.