

PILOT CLUB OF TUSCALOOS

Jan. 20, 2011

Pilot Club of Tuscaloosa
Pilot Club International Foundation
Nursing Scholarship

Dear Applicant,

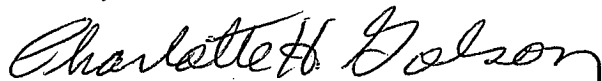
Pilot International offers scholarships to those students registered in an approved Nursing school.

Applications procedures must be followed exactly or they will not be approved. If any step is incomplete the application cannot be summated to the Foundation.

Please return all requirements before February 15, 2011 to:

Charlotte H. Golson
616- 26th. St.
Tuscaloosa, AL/ 35401

Sincerely,



Charlotte H. Golson

Enclosure:



Pilot International FOUNDATION

Scholarship Programs

Be sure to use CURRENT forms. Applications are revised every year.
Any application not on current forms will be denied.

- Pilot International Foundation Scholarship Program for undergraduate students preparing for a career helping those with brain related disorders or brain-related disabilities.

- Becky Burrows Scholarship Program for graduate or undergraduate students preparing for a second career, re-entering the job market or obtaining additional training in their current field. The career path must pertain to assisting those with brain-related disorders or brain-related disabilities.

- Marie Newton Sepia Memorial Scholarship Program for students studying at the master's or doctorate level who are preparing for a career helping children with brain-related disorders or brain-related disabilities.

P.O. Box 5600
Macon, GA 31208-5600
Phone: (478) 477-1208
Fax: (478) 477-6978

Tuquester Carlisle
Assistant Director- Foundation Services
Extension 311

Please photocopy the application as needed. Additional copies may also be obtained from PIF Headquarters or from the Pilot International website www.pilotinternational.org

Applications must be on current revised forms to be accepted.

THE PILOT INTERNATIONAL FOUNDATION SCHOLARSHIP PROGRAM

The Pilot International Foundation Scholarship Program was established in 1988 to provide financial assistance to undergraduate students preparing for careers working directly with people with brain-related disorders/disabilities or training those who will. Scholarships are based on financial need, academic success, and application content, and are awarded for one academic year. A student may re-apply and be granted the PIF Scholarship for no more than three (3) additional years. Award amounts may vary, but will not exceed \$1,500 per year. Only full-time students are eligible to apply, and scholarship recipients must remain full-time students for the duration of the scholarship.

THE BECKY BURROWS SCHOLARSHIP PROGRAM

The Becky Burrows Memorial Scholarship Fund was established in 2005 from the estate of Becky Burrows. This fund provides aid to students who are reentering the job market, beginning "second careers," or seeking to improve their professional skills for their current occupation by continuing their education in that field. Students must pursue courses of study that further the Foundation's mission to improve the quality of life for persons with brain-related disorders and disabilities.

Becky Burrows lived in Arlington, Virginia and was a member of the Pilot Club of Arlington, Northeast Potomac District for 38 years. She was one of the first nine employees at the International Monetary Fund where she worked for 29 years. She was very friendly and spent much of her time at Pilot events making the guests feel welcome. She was also very helpful to new Pilots. She attended more than 25 Pilot International Conventions where she often served as doorkeeper.

Although award values may vary, scholarships will not exceed \$1,000 per year for full-time students and \$500 per year for part-time students. Scholarships may be used for study through the Doctorate degree level.

THE MARIE NEWTON SEPIA MEMORIAL SCHOLARSHIP FUND

The Marie Newton Sepia Memorial Scholarship Fund was established in 1983 as a part of the Pilot International Foundation to provide financial aid to qualified graduate or doctorate students who are preparing for careers in, or who are already working with, children with brain-related disorders/disabilities. M. Fred Sepia made the initial contribution to the fund in memory of his wife, Marie, who was a long-time member of Pilot International and served as International President in 1968-69. It is intended that this fund will, as augmented in the future, be a permanent one furthering the Foundation's mission by assisting worthy and capable individuals to pursue careers in which they will teach, encourage and rehabilitate children with disabilities.

The amount granted for one full academic year will not exceed \$1,000. Applicants must have received a Bachelor's degree from an accredited college or university in any country where Pilot clubs exist. Applicants may be full- or part-time students, and their courses will, in the judgment of the Division, be proper background courses for teaching and working with disabled children. Postgraduate work or research should improve the skills of the applicant in dealing with brain-related disorders/disabilities of children.

Applicants must agree, in writing, to work with children with brain-related disorders/disabilities upon completion of the postgraduate training or research, to the terms and conditions of the scholarship and to follow such administrative procedures prescribed by the committee.

POLICIES GOVERNING ALL PILOT INTERNATIONAL FOUNDATION SCHOLARSHIPS

1. The Board of Trustees of Pilot International Foundation will provide the overall administration of the scholarship funds.
2. The Board of Trustees, through the Scholarship Division, may receive recommendations for scholarships from any Pilot Club, District, and/or the Executive Committee of Pilot International, in accordance with existing administrative procedures.
3. Recommendations, together with completed applications executed by applicants, must reach District PIF Representatives postmarked by MARCH 1. The postmark deadline for all applications to reach headquarters is MARCH 15. These deadlines must be met to be considered for the ensuing school year.
4. The Scholarship Division will review scholarship applications and make recommendations to the Board of Trustees of Pilot International Foundation. The Scholarship Division will recommend as recipients of scholarships those persons who, in the sole judgment of the Division, are best suited to further the purposes of the fund.
5. Scholarship funds may be used for tuition and related educational expenses considered necessary by the Board of Trustees. Actual amounts awarded may vary.
6. In accordance with IRS regulations, officers, directors, trustees, employees or current members of the Scholarship Division of Pilot International or Pilot International Foundation are not eligible for scholarship programs sponsored by PIF.
7. When an application has been approved, the sponsoring club will be notified and payment will be made in one installment directly to the applicant's educational institution upon receipt of the appropriate forms.
8. A student may reapply annually with an updated application and supportive documents if the club elects to continue sponsorship of the student.
9. A scholarship applicant is limited to one scholarship award annually. If an applicant is eligible for more than one scholarship, the Scholarship Division members will decide on the scholarship most appropriate for the individual.
10. Clubs may submit only 2 applicants per scholarship program.

All applicants must:

- a. Furnish such supporting data as the Division may request so the relative merits of the applications may be judged.
- b. Have and maintain a cumulative grade point average of 3.25 on a 4.0 scale and a 4.01 on

a 5.0 scale.

- c. Have completed at least 12 semester hours in a college in the United States or Canada by the application submission date.
- d. Be willing to sign and abide by the terms of the Student Agreement.

The sponsoring Pilot Club must:

- a. Screen applicants in cooperation with officials of the college/university. The Club PIF Representative should carefully review the applicant's scholarship request and the application procedures. Clubs are strongly encouraged to personally interview applicants. Only those applicants who meet or exceed the minimum qualifications required by the scholarship should be recommended for an award.
- b. Guarantee that the application is typed or printed.
- c. Provide the original and four copies of each of the following items to the District PIF Representative postmarked by MARCH 1. Make copies of EACH page and sort into complete sets. Each set should be stapled. Do not use folders or notebooks. *The club must include a proper sized envelope and CORRECT postage addressed to PIF Headquarters, P.O. Box 5600, Macon, GA 31208-5600. Please arrange application materials in the order listed below:*

Sponsorship Profile

Sponsorship Letter from Club: A letter, signed by the Club President and Club PIF representative, stating that, to the best of its knowledge, the club believes the applicant meets the qualifications for the scholarship, and the club voted to recommend the applicant.

Student Application, including essay and financial aid worksheet.

Student's transcript(s) of the most recent college-level course work. Transcripts downloaded from school websites are accepted if unaltered and URL is visible at the bottom of printed page. The student's cumulative GPA MUST be listed. If GPA is not listed an official paper copy must be requested by the applicant from the school's registrar and submitted with the application.

Financial Aid Worksheet

Two letters of recommendation that address character, commitment and ability. Letters must be dated within 12 months of date of application. The letters should be from qualified persons such as a professor who has taught the applicant, a faculty advisor, or an employer. If these arrive in sealed envelopes the club must open the envelope to verify letter and to make required copies.

Student Agreement (signed by student and 2 witnesses)

Summary of Volunteer Service/Employment History

Checklist

- d. Make sure the applicant understands the policies governing the scholarship program and the terms of the Student Agreement and remains aware of its provisions throughout the term of the scholarship.

- e. Familiarize the recipient with Pilot International's principles so the student will be a good Pilot ambassador.
- f. Inform the recipient of the approval/denial of the scholarship and formally award, if possible.

- g. Work closely with the student to ensure that the payment is requested on time. To do this, the student must get the school to complete the Registration Verification Form and send it to Pilot International Foundation Headquarters along with a current transcript. The scholarship payment must be requested within six months after the scholarship is awarded or the scholarship is automatically cancelled. The sponsoring Pilot Club may apply for reinstatement of a portion of the scholarship funds for use by the student during the current academic year by writing a full explanation to Pilot International Foundation. All members of the Scholarship Division must approve the request for reinstatement and set the amount of funds that can be released.
- h. Pilot Club members are encouraged to invite the student to at least one club meeting per year. Clubs should also contact the student regularly and assist the student as needed.

SCHOLARSHIP APPLICATIONS THAT ARE INCOMPLETE OR DO NOT INCLUDE THE SPECIFIED NUMBER OF COPIES WILL NOT BE PROCESSED.

SPONSORSHIP PROFILE

(To be Completed by the Sponsoring Pilot Club)

Pilot Club Name: Pilot Club of Tuscaloosa State: AL District: AL

Scholarship Choice: PIF (undergraduate)

Amount of PIF Scholarship requested:

\$1,500 \$1,275 \$1,050 \$750

Senior Junior Sophomore Freshman

Becky Burrows

Marie Newton Sepia

Applicant's name: _____

Permanent Address: _____

Phone/email: _____

Name and location of college/university applicant will attend: _____

Accredited? _____

Type of term: Quarter Semester Other

Grading Scale: 4.0 _____ 5.0 _____

Other: _____

Specify term/year for which scholarship is being requested: _____

Student's academic status at the beginning of the term of scholarship: _____

Check One: Full Time _____ Part- Time _____ Number of Credit Hours _____

Cost of one year's study: \$ _____

Student's Major: _____ Planned Degree: _____

How did your club learn of the applicant's needs? _____

How did your club determine the applicant's scholarship eligibility?

Through a personal interview Through a phone interview

Other (Please explain) _____

Has your club fully explained the policies governing this scholarship program to the applicant? _____

Club has verified that the applicant has provided an official transcript.

By signing this form, the club agrees to fulfill its responsibilities as outlined in the scholarship policies.

Club Contact: Name: _____
Signature: _____
Address/City/State/Zip: _____
Phone/Email: _____

Club President: Name: _____
Signature: _____
Address/City/State/Zip: _____
Phone/Email: _____

The student is applying for the following Pilot International Foundation Scholarship Program:

Pilot International Foundation Scholarship (undergraduate students)

Becky Burrows Scholarship (students reentering the work force or changing careers)

Marie Newton Sepia Memorial Scholarship (graduate students)

STUDENT APPLICATION
(Student Must TYPE or PRINT)

Biographical Information:

Name _____

Permanent Mailing Address _____

Phone/email _____

Current Occupation _____ (if more than student)

Name and address of nearest relative _____

A. Academic Record

1. Educational Background:

Please provide the name and location of the schools you have attended:

Secondary _____

College/University _____

Degree Granted (if applicable) _____

Academic Status at the beginning of the term of scholarship:

- Freshman Sophomore Junior Senior
- Master's Candidate Doctorate Candidate

Most recent GPA _____ Cumulative GPA _____ Hours completed _____

Additional Hours needed to complete degree _____

Planned degree _____ Anticipated graduation date _____

2. Name and address of the college/university you attend/plan to attend:

Telephone #: _____ Fax #: _____

B. Career Plans

1. What are your educational goals? (Curriculum/major to be pursued)

2. What are your career goals? (Explain in 100-150 words.)

3. The mission of PI/PIF is to improve the quality of life for people who are brain injury survivors and/or live with another brain related disorder or disability. In an essay, explain how you will use your education to further this mission. (Explain in 100-300 words.)

C. Financial Need

1. Describe your financial situation:

2. Please give your estimated expenses and other sources of funding for the upcoming academic year.

A financial aid worksheet is provided with this application. Please carefully follow all instructions that are listed on the worksheet in getting it completed by the college's Financial Aid Office.

3. Note your tentative course schedule:

_____ Full-time _____ Part-time _____ # of credit hours

D. Attach a summary of volunteer service and employment history. In addition to this, you may attach a current resume.

E. Attach two letters of recommendation dated within 12 months of application.

F. Make sure your application is complete.

Scoring Ranges

- A. Academic Record (15-25)
- B. Career Plans (15-25)
- C. Financial Need (10-20)

- D. Volunteer Service/Employment (1-20)
 - E. Letters of Recommendation (1-5)
 - F. Application Forms (1-5)
-

Pilot International Foundation
Scholarship Program
Financial Aid Worksheet

Check One
 Full-Time
 Part-Time

This form must be completed and submitted whether or not the student receives financial aid.

TO BE COMPLETED BY THE STUDENT

PART 1. Instructions to the STUDENT: Complete Part 1 of the Financial Aid Worksheet (FAW), authorizing the release of information and submit it to your Financial Aid Office which should complete Part 2 and return the FAW directly to you with a signature and an official stamp affixed to the bottom.

Name: _____ ID#: _____

Permanent Mailing Address: _____

Permanent Phone/email: _____

I authorize you to release the information requested in Part 2.

Student's Signature: _____

TO BE COMPLETED BY THE SCHOOL'S FINANCIAL AID OFFICER

PART 2. Instructions to the FINANCIAL AID OFFICE: Please complete A-F, sign, and return directly to the student. Only this original FAW is acceptable. Thank you in advance for your assistance. If tuition cost has not yet been determined for the upcoming year, please use the current year's costs.

Section A. Estimated Student Expenses for Academic Year _____

Tuition \$ _____

Fees \$ _____

Books and Materials \$ _____

Living Expenses Estimate: \$ _____

Housing Plans:

- On Campus
- Off Campus
- With Parents/Relatives

TOTAL EXPENSES (A) \$ _____

Comments: (Please provide any additional information you feel would help PIF make a fair and accurate determination of need.) _____

**Pilot International Foundation
Scholarship Program
Financial Aid Worksheet**

Name: _____

Section B: Assistance received or benefited from at this institution
(Include and indicate estimates if actual amounts are not available.)

LIST ALL GRANT/SCHOLARSHIP AWARDS	AMOUNT
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL (B)	_____

Section C: Student loan history at this institution (Include estimates if actuals are not available.)

Type	Amount	Date Received/Pending
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL (C)	_____	

Section D: Please list total amount personally contributed by the student or the student's family:
TOTAL (D) _____

Section F: Financial Aid Officer must complete and sign this section.

Financial Need Analysis

Student Expenses (A) + _____
Estimated Aid (B,C) - _____
Family Contributions (D) - _____

Estimated Need = _____

Authorized Signature: _____ Date: _____

Print Name: _____ Title: _____

Name of Institution: _____

Phone: _____ Email: _____

STUDENT AGREEMENT

Check One
 Full-Time
 Part-Time

I have applied for a scholarship from Pilot International Foundation. Should a scholarship be awarded to me, I understand and agree to comply with the following policies:

1. I will be cognizant of my representation of Pilot International Foundation and my school and uphold the ethics and principles of both.
2. I will notify Pilot International Foundation in advance of any intent to change my major or curriculum from the one approved for my scholarship. Notification will be made prior to making such a change, as it could alter my scholarship eligibility.
3. In order to continue receiving this scholarship, I understand that I must maintain a cumulative grade point average of 3.25 on a 4.0 scale and a 4.01 on a 5.0 scale.

APPLICANT'S SIGNATURE: _____

DATE: _____ PRINT NAME: _____

Name/Complete Address/Phone/email/Signature of two (2) witnesses:

_____	_____
_____	_____
_____	_____
_____	_____

(signature)

(signature)

NOTE: You may submit a black/white photograph with application to be used in PI/PIF publications. This photograph will remain at PIF Headquarters and will not be part of the application packet. Please do not include photograph in the four copied sets of the application.

Make sure you keep a copy of the complete application in case there are questions.

CHECKLIST

(To Be Completed and Signed by the Club Contact and District PIF Rep)

This checklist is a helpful reminder for Applicants, Club and District PIF Reps to ensure that all the required papers are complete and included. This sheet **MUST** be attached to the application. If items are not completed and included, the application **CANNOT** be processed.

	<u>Applicant</u>	<u>Club</u>	<u>District</u>
All deadlines have been met. Application is postmarked on or before March 1.	_____	_____	_____
2. Application is typed or printed. And on CURRENT REVISED FORMS	_____	_____	_____
The <u>completed</u> ORIGINAL and 4 copies of the following are stapled and included in this order:	_____	_____	_____
a. Sponsorship Profile	_____	_____	_____
b. Sponsorship Letter from Club	_____	_____	_____
c. Student Application (Including Essay)	_____	_____	_____
d. Student's Transcript(s)	_____	_____	_____
e. Financial Aid Worksheet	_____	_____	_____
f. Two Current Letters of Recommendation	_____	_____	_____
g. Student Agreement with Witnesses _____	_____	_____	_____
h. Volunteer Service & Employment History	_____	_____	_____
i. Checklist	_____	_____	_____
4. Grade Point Average Meets Criterion	_____	_____	_____
5. Student Meets Criteria for Scholarship	_____	_____	_____
6. Each page is copied and sorted into 4 COMPLETE sets	_____	_____	_____

Club President's Signature _____ Date _____

Club PIF Representative's Signature _____ Date _____

District Representative's Signature _____ Date _____

Recommendations and/or comments by the District PIF Representative