

SCHOLARSHIP PROGRAM  
OF  
THE OBERLIN ROTARY MEMORIAL FUND

- 1. Purpose.** The purpose of this scholarship program is to award scholarships from the Oberlin Rotary Memorial Fund (“the Fund”) to deserving high school students from the area served by the club (as hereinafter defined) to provide them with financial assistance needed to commence or continue their studies at educational institutions. Scholarships shall be provided on an objective and non-discriminatory basis.
- 2. Notice of Availability of Scholarship Grants.** Notice of availability of scholarships shall be made to the principals and/or guidance counselors of the area high schools, or their designees.
- 3. Fund Committee.** Scholarship recipients shall be selected by the Fund Committee composed of the Board of Directors of the Oberlin Rotary Club (the “Club”). The fund committee may select a Scholarship Screening Committee consisting of three or more persons to process the applications and make non-binding recommendations to the fund committee.
- 4. Standards for Selection of Applicants.** Recipients of scholarships shall be selected from “qualified applicants” on an objective and non-discriminatory basis, based upon standards set forth below, regardless of the race, color, age, religion or sex of the applicant. To be a “qualified applicant” for a scholarship under this program, a student must meet the following standards:

  - (a) The applicant must reside in the area served by the club and be graduated or about to graduate from an area high school.
  - (b) The applicant must submit a confidential application on a form to be approved by the fund committee.
  - (c) The applicant must have filed a Free Application for Student Aid (FAFSA) with the US Department of Education.
  - (d) The applicant must be enrolled, or about to enroll, in an educational institution as defined in Section 170 (b) (1) (A) (ii) of the Internal Revenue Code of 1954, as amended, which normally maintains a regular faculty and curriculum and normally has a regular organized body of students in attendance at the place where its educational activities are carried on. This shall include a college, university, trade or business school and a graduate, post-graduate or professional school.

- (e) The applicant must demonstrate some need for financial assistance as evidenced by a copy of his/her Student Aid Report and must meet one or more of the following criteria:
  - (i) the applicant shows sufficient academic ability or vocational aptitude (demonstrated by prior academic performance or performance on tests designed to measure ability and aptitude) to enable him or her to complete courses of study necessary to graduate from the educational institution selected by him or her and which will admit him or her as a student; and/or
  - (ii) the applicant has such character and motivation to obtain an education that he or she may be expected to work hard and seriously to continue and complete his or her education.

Determination of financial need will be based upon all pertinent factors with respect to the student's ability to complete his or her higher education without assistance. Determinations with respect to academic ability and character will be based upon such facts which are deemed pertinent by the fund committee and/or scholarship screening committee and may include transcripts for an applicant and recommendations of an applicant's high school or college adviser.

- 5. Procedure in Granting Scholarships.** All scholarships shall be awarded in accordance with the following procedure:
- (a) The fund committee shall determine the number of scholarships to be awarded and the amount of each.
  - (b) The scholarship proceeds may be paid directly to an educational institution described in paragraph 4 (d) or directly to the recipient, in the discretion of the scholarship committee, for the purpose of enabling the student to pursue his or her studies at such institution.
  - (c) The scholarship proceeds may be used for: (i) tuition, fees and other costs of the educational institution; and (ii) books, living expenses and expenses for room and board during the normal academic year.

## **6. Length of Scholarships and Renewals Thereof.**

- (a) Scholarships shall be granted for a one year term.
- (b) Scholarships may be renewed on the basis of the following criteria:
  - (i) Special consideration will be given, but shall not be required, to renewal of scholarships previously granted to deserving students to enable them to continue or complete their education.
  - (ii) The fund committee or the scholarship screening committee shall review the financial position of the scholarship recipient's family annually to ascertain whether financial assistance is needed for the following year. If financial assistance is so needed and the scholarship recipient is receiving at least a B (3.0) average, the fund committee may renew the scholarship to enable such student to complete his or her education.

## **7. Supervision and Records.**

- a. The fund shall obtain annual reports of the student's current transcript from the educational institution at which the scholarship recipient is studying. A final report shall be obtained upon the completion of the recipient's study at the educational institution. All such reports shall be reviewed by the fund committee or the scholarship screening committee prior to any renewal of any scholarship.
- (b) If any report described in paragraph (a) indicates that the scholarship proceeds are not being used in furtherance of the required educational purposes, the fund committee or its designees shall make an appropriate investigation into the matter. The scholarship shall not be renewed under these circumstances until it has been determined that the recipient has not used the scholarship proceeds for improper purposes. If the scholarship proceeds have been used for improper purposes, no further scholarship awards may be made to such recipient (regardless of whether the impropriety is corrected) and the fund shall take all necessary and appropriate action to obtain repayment of the scholarship proceeds which have been misused.
- (c) The fund need not apply the provisions of subparagraph (b) of this paragraph 7 if:
  - (i) the scholarship proceeds are paid directly to an educational institution described in paragraph 4 (d) above; and
  - (ii) the educational institution receiving the scholarship proceeds agrees to use the proceeds to defray the scholarship recipient's expenses or to pay the proceeds (or a portion thereof) to the recipient only if the recipient is enrolled in such educational institution and his or her standing at such educational institution is consistent with the provisions of the scholarship.

- (d) The fund shall maintain records and files with regard to the scholarship program, including:
  - (i) all information the fund committee and/or scholarship screening committee secures to evaluate the qualifications of all applicants for scholarships;
  - (ii) identification of scholarship recipient;
  - (iii) all information pertaining to supervision of the recipient as set forth in paragraph 7 (a) and (b);
  - (iv) the amount and purpose of each scholarship.

**8. Administration of the Scholarship Program.** The fund committee shall have full authority to make rules and regulations governing the scholarship program, including interpretations of the scholarship program. The fund committee will make final decisions on all matters arising in connection with the scholarship program.

Approved by Oberlin Rotary Board of Directors, July 2, 1985  
Amended by Oberlin Rotary Board of Directors, December 14, 2005

**FRANK C. LOCKE  
OBERLIN ROTARY MEMORIAL SCHOLARSHIP  
APPLICATION**

PLEASE PRINT OR TYPE

**APPLICANT DATA**

Name (last) \_\_\_\_\_ (first) \_\_\_\_\_ middle initial \_\_\_\_\_

Permanent Address (street) \_\_\_\_\_ (city) \_\_\_\_\_ (state) (zip) \_\_\_\_\_

Date of Birth (month, day, year) \_\_\_\_\_ 440- \_\_\_\_\_ Telephone number \_\_\_\_\_

Total number of children under 18 residing at home \_\_\_\_\_ Number of siblings now attending college \_\_\_\_\_

Name of company parent/guardian works for \_\_\_\_\_

Permanent mailing address of parent/guardian listed above, if different from applicant \_\_\_\_\_

**SCHOOL DATA**

High School Attended \_\_\_\_\_ Graduation Date Mo \_\_\_\_\_ Year \_\_\_\_\_

Name of post-secondary school for which applicant's scholarship is requested \_\_\_\_\_

Address (street) \_\_\_\_\_ (city) \_\_\_\_\_ (state) (zip) \_\_\_\_\_

\_\_\_ 4 yr. college/university \_\_\_ community college \_\_\_ vo-tech \_\_\_ other \_\_\_ accredited?

Enrolled: \_\_\_ less than half-time \_\_\_ half-time or more \_\_\_ full-time

Major field of study \_\_\_\_\_

Anticipated date of graduation from post-secondary program \_\_\_\_\_

**PERSONAL DATA**

Describe your work experience during the past 4 years. Indicate dates of employment in each job and approximate number of hours worked in each. List total amount earned at each job.

Position	Date From	Date To	Hours per Week	Amount Earned

List all school activities in which you have participated during the last 4 years (e.g. Interact, student government, music, sports).

Activity	Years Participated	Special Awards/Honors

List all community activities in which you have participated without pay during the last 4 years (e.g. Interact, Red Cross, church work).

Activity	Years Participated	Special Awards/Honors

**APPLICANT'S PERSONAL STATEMENT**

Attach a typed statement of your educational plans as they relate to your career objectives and goals (not more than 150 words).

**APPLICANT FINANCIAL STATEMENT**

Please attach a copy of your Student Financial Aid Report generated by filing a FAFSA.

**OTHER AWARDS**

Please list the name and amount of any grants or scholarships that you have been awarded for the coming school year.

Name of Award	Amount
<hr/>	
<hr/>	
<hr/>	

## APPLICANT APPRAISAL

1. Attach a one-page recommendation from a non-relative or non-school friend.
2. To be completed by school counselor or teacher:

You have been asked to provide information in support of this application for financial aid. Please give immediate and serious attention to the following statements:

Considering the applicant's abilities, his/her choice of a post-secondary education program is:  
 extremely appropriate     very appropriate     moderately appropriate  
 inappropriate

The applicant's grades reflect his/her ability:  
 extremely well     very well     moderately well     not well

The applicant's ability to set realistic and attainable goals is:  
 excellent     good     fair     poor

The quality of the applicant's commitment to school and community is:  
 excellent     good     fair     poor

I know the applicant:  
 extremely well     very well     moderately well     not well

Comments/recommendation:

---

---

---

\_\_\_\_\_  
Appraiser's signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## TRANSCRIPT INFORMATION

To be completed by school official

Currently enrolled students must include their most recent transcript of grades. Please include the following information if it is not already recorded on transcript:

SAT/ACT Verbal     SAT/ACT Math     SAT/ACT Composite  
 Cumulative Grade Point Average     Class Rank

I certify this data is from a current and official transcript:

\_\_\_\_\_  
School Official's Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



## APPLICATION CHECKLIST

This application for student aid must include every item listed to be considered (note additional postage may be required for mailing).

1.    \_\_\_ Applicant Data
2.    \_\_\_ School Data
3.    \_\_\_ Student Financial Aid Report
4.    \_\_\_ Personal Data
5.    \_\_\_ Personal Statement of Educational Plans and Goals
6.    \_\_\_ Applicant Appraisal by School Official
7.    \_\_\_ Comments/recommendation from school counselor or teacher
8.    \_\_\_ Comments/recommendation from non-relative
9.    \_\_\_ Transcript including ACT/SAT, GPA and Class Rank (School Official)
10.   \_\_\_ This checklist
11.   \_\_\_ Signed application

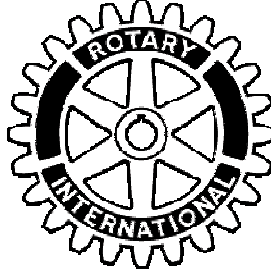
In submitting this application, we certify that the information provided is complete and accurate to the best of our knowledge. Falsification of information may result in termination of any scholarship granted.

---

Applicant's signature  
Date

---

Parent/guardian's Signature



## **THE FRANK C LOCKE OBERLIN ROTARY MEMORIAL SCHOLARSHIP**

The purpose of The Frank C. Locke Rotary Memorial Scholarship is to award scholarships to deserving students from the Oberlin area (served by the Oberlin Rotary Club). The scholarship will be given to graduating seniors or graduates who seriously desire to continue their formal education.

By completing this application you will enable us to determine your eligibility based on financial need and one or more of the following criteria:

1. Sufficient academic or vocational ability (shown by performance on tests designed to measure ability and/or aptitude) to enable you to complete courses of study necessary to graduate from the educational institution you select and which will admit you as a student;
2. Such character and motivation to obtain an education that you will work hard to continue and complete your education.

Scholarships are provided specifically to help offset the rising costs of higher education and will be granted based on the information we receive from the required forms and recommendations.

Complete your section of this application and forward it to the persons you have selected to complete the appraisal (page 3). We encourage you to select a school counselor, administrator or teacher, and another person (outside your family or school) who is in a position to evaluate you according to the criteria given.

You are responsible for seeing that this application and all supporting documents requested are available. Applications must be mailed to:

Frank C. Locke Oberlin Rotary Memorial Scholarship  
P.O. Box 123  
Oberlin, OH 44074

and must be received no later than \_\_\_\_\_