



December 29, 2019

Dear Applicant,

The Rock Island Arsenal Welcome Club (RIAWC) thanks you for your interest in applying for our merit-based scholarship for financial assistance to further your education. Scholarship dollar amount will be up to \$1,500. This scholarship is open to applicants who have **not previously received a RIAWC scholarship** and meet the eligibility criteria as stated on the Continuing Education Merit Scholarship Instructions.

**Please ensure your application is complete before mailing.** ONLY the 2019-2020 version of this application will be accepted; older versions will be automatically disqualified. The application will be automatically disqualified if any required item is not included. The application and all required documents must be mailed together in **ONE** envelope to the following address, unless your school requires transcripts be sent under separate cover:

ROCK ISLAND ARSENAL WELCOME CLUB, ATTN: MERIT SCHOLARSHIP COMMITTEE, P.O. BOX 3186, ROCK ISLAND, IL 61204.

It is strongly suggested that applications be mailed using return receipt. The envelope must be postmarked **NO LATER THAN March 2, 2020.**

All applicants will be notified by mail and email in May or June 2020 of the committee's decision. Recipients of the Rock Island Arsenal Welcome Club's Merit Scholarship and their guests will be honored at a ceremony in May or June 2020. The awarded funds will be in the form of a check issued to the student's college, university, or technical school. These funds must be used during the 2020-2021 academic school year. **The scholarship will be forfeited if the student does not show proof of acceptance and enrollment for the 2020-2021 academic year. The applicant is responsible for identifying the address of the receiving office at the college/university and providing that address to the RIAWC Scholarship Chair in a timely manner.**

The Scholarship Committee reserves the sole right to determine whether each applicant meets the eligibility criteria as stated in the Continuing Education Merit Scholarship Application packet. If you have any questions concerning the application packet or would like further information, please e-mail: [RIAWCscholarship@gmail.com](mailto:RIAWCscholarship@gmail.com).

The Rock Island Arsenal Welcome Club is proud to be able to contribute financial support to outstanding students. We look forward to meeting this year's scholarship recipients.

Thank You,

Diane Campbell, President, Rock Island Arsenal Welcome Club

[Rockislandwelcomeclub@gmail.com](mailto:Rockislandwelcomeclub@gmail.com)  
[RIAWCscholarship@gmail.com](mailto:RIAWCscholarship@gmail.com)  
<https://riawc.com/>  
[www.facebook.com/RIAWC](https://www.facebook.com/RIAWC)

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## CONTINUING EDUCATION MERIT SCHOLARSHIP INSTRUCTIONS

### ELIGIBILITY:

1. Applicant must reside in the local area or have a parent/sponsor residing in local area AND meet one of the following criteria:
  - a) hold a valid Military ID card (including dependent ID card) or a valid Federal ID card issued by Rock Island Arsenal, or
  - b) have a parent/sponsor who holds a valid Military ID card or valid Federal ID card issued by Rock Island Arsenal, or
  - c) who volunteers in a Rock Island Arsenal philanthropic organization, or
  - d) have a parent who volunteers in a Rock Island Arsenal philanthropic organization.
2. Applicant must plan to attend an accredited university, college, or trade school in a program of study leading to a baccalaureate, associate, or specialized technical degree during the 2020-2021 academic year.
3. The scholarship will be forfeited if the student does not show proof of acceptance and enrollment for the 2020-2021 academic year.
4. Applicant has never received a scholarship from the RIAWC.

**5. Students currently attending high school or a homeschool at the high school level MUST fill out the "High School Student Merit Scholarship Application" and NOT this application.**

### APPLICATION REQUIREMENTS:

1. **Two Essays.** Provide a separate sheet for each essay response; essays must be type written, **double-spaced**, 300 to 500 words. Please include the essay question at the top of the essay and the word count at the bottom of the essay.
  - a. **In ten years from now, what do you envision being and doing? What is your plan to accomplish your goals?**
  - b. **Discuss some issue of personal, local, national, or international concern and its importance to you. How could you be an agent of change for this issue?**
2. **Completed Application.** Complete pages 3-8.
3. **Two Letters of Recommendation.** Include one from a current faculty member. The second should be from a community member, employer, or a different faculty member with whom you have been associated in the last two years.
4. **Official Transcript.** Most current official academic transcript in a sealed envelope from your registrar's office. Mail to RIAWC address no later than March 2, 2020.
5. **ACT or SAT Scores** (optional). A copy of your results unless score is indicated on your official transcript. May be used for awarding purposes.
6. **One self-addressed, stamped business-size envelope.**
7. **A photo.** This will be used on the RIAWC poster if you are awarded a scholarship, so we recommend a headshot. **Please email a JPEG-format photo to [RIAWCscholarships@yahoo.com](mailto:RIAWCscholarships@yahoo.com) before March 3, 2020. This photo is not seen by the judges.**

**\*\*Applications are automatically disqualified if: (1) All required materials are not included in one envelope, unless continuing education school requires transcripts be sent under separate cover. The photo should be emailed. (2) If the application envelope is postmarked later than March 2, 2020.**

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**CONTINUING EDUCATION MERIT SCHOLARSHIP APPLICATION**

**STUDENT INFORMATION**

Full Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

E-mail Address (required): \_\_\_\_\_

Name & Address of University/College/Technical School Currently Attending: \_\_\_\_\_

\_\_\_\_\_

**SPONSOR INFORMATION**

Full Name/Rank: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

(Please check all that apply):

Active Duty/Retired     Military DOD/DA Civilian     Deceased     RIAWC Member

Relationship to Applicant: \_\_\_\_\_

Unit Address/Duty Station or place of employment on RIA: \_\_\_\_\_

If parent/guardian is a current RIAWC member, please list name: \_\_\_\_\_

List any RIAWC Board positions ever held, and year(s): \_\_\_\_\_

**Privacy Act Statement:** Under authority of US Title 10, Section 3012, the enclosed personal information will be maintained by the Rock Island Arsenal Welcome Club Scholarship Committee for administrative use and released only to the individuals needed to evaluate the application. The disclosure of the information is voluntary; however, failure to disclose all or part of the requested information may hinder evaluation of the application.

I certify that the information in the application is true and correct to the best of my knowledge. I understand that I may be disqualified if I have knowingly included false information in this application. I agree to abide by the conditions of the Merit Scholarship Committee and accept the final decisions of the independent selection committee.

PLEASE CHOOSE YES OR NO:

Yes, I hereby give permission to the Rock Island Arsenal Welcome Club to use my name and photo for publication in articles relating to and/or publicizing the RIAWC Scholarship grants and program.

No, I do not give permission to the Rock Island Arsenal Welcome Club to use my name and photo for publication in articles relating to and/or publicizing the RIAWC Scholarship grants and program.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Sponsor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**CONTINUING EDUCATION MERIT SCHOLARSHIP APPLICATION**

**ACADEMIC INFORMATION**

1. List the date you graduated high school or received your GED: \_\_\_\_\_

2. Is your education pursuit academic or vocational/technical? Please describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. What is your major & minor area(s) of study? \_\_\_\_\_

\_\_\_\_\_

4. Which do you expect to complete? ( ) Bachelor's Degree. ( ) Associates Degree ( ) Other-Describe below

\_\_\_\_\_

5. When do you expect to complete this degree? \_\_\_\_\_

6. List your high school(s) first and all subsequent schools attended in chronological order:

School Attended	Location	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Special Awards, Recognitions or Achievements\*** List all awards, etc. received in the last four years. Include year received honor and award sponsor/donor.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**\*Attach additional sheets if necessary.**

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**CONTINUING EDUCATION MERIT SCHOLARSHIP APPLICATION**

**Volunteer Activities.** \* List all volunteer activities during the last four years.

Year(s)	Organization	Description of Activity	Average Hours Per Week

**Organizations and Clubs.** \* List all community and school organizations and clubs.

Year(s)	Organization	Leadership Role(s)

**Work Experience.** \* List all work experience in the last four years.

Year(s)	Employer	Title	Average Hours Per Week

**\*Attach additional sheets if necessary.**

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**CONTINUING EDUCATION MERIT SCHOLARSHIP APPLICATION RECOMMENDATION  
INSTRUCTIONS FOR LETTER OF RECOMMENDATION #1 (FACULTY)**

Include one (1) letter of recommendation from a faculty member who has known you within the last two years. **This letter MUST come from a faculty member who is not related to you.**

Applicant's Name: \_\_\_\_\_

SEP

Faculty Name: \_\_\_\_\_

Association with applicant: \_\_\_\_\_

Length of time: \_\_\_\_\_

SEP

Dear Faculty Member:

To complete the applicant's RIAWC Continuing Education Merit Scholarship Application, please write a recommendation letter. **To eliminate any bias, please DO NOT use the student's name, age, race, or sex in your evaluation. Refer to him/her as "the applicant."**

Please consider the applicant's ability to complete his/her proposed program of study and assigned responsibilities by addressing and evaluating the following areas: personal character, intellectual promise, industry, motivation, leadership, integrity, overall performance, and ability to work with others.

**Staple this sheet to your letter of recommendation. After signing the letter, please seal in an envelope, sign over the envelope seal, and return the completed recommendation to applicant with enough time for applicant to meet the postmark deadline of March 2, 2020.**

Thank you for your willingness to help this applicant apply for a scholarship from the Rock Island Arsenal Welcome Club.

Diane Campbell, President, Rock Island Arsenal Welcome Club

[Rockislandwelcomeclub@gmail.com](mailto:Rockislandwelcomeclub@gmail.com)

[RIAWCscholarship@gmail.com](mailto:RIAWCscholarship@gmail.com)

<https://riawc.com>

[www.facebook.com/RIAWC](https://www.facebook.com/RIAWC)

**CONTINUING EDUCATION MERIT SCHOLARSHIP APPLICATION RECOMMENDATION**

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**CONTINUING EDUCATION MERIT SCHOLARSHIP APPLICATION RECOMMENDATION**

**INSTRUCTIONS FOR LETTER OF RECOMMENDATION #2**

**(COMMUNITY MEMBER/EMPLOYER/ADDITIONAL FACULTY)**

Include one (1) letter of recommendation from a community member, employer, or additional faculty member who has known you within the last two years.

Applicant's Name: \_\_\_\_\_

Community Member/Employer or Faculty Name: \_\_\_\_\_

Association with Applicant: \_\_\_\_\_

Length of Time: \_\_\_\_\_

Dear Community Member, Employer, or Faculty Member:

To complete the applicant's RIAWC Continuing Education Merit Scholarship Application, please write a recommendation letter. **To eliminate any bias, DO NOT use the student's name, age, race, or sex in your evaluation. Refer to him/her as "the applicant."**

Please consider the applicant's ability to complete his/her proposed program of study and assigned responsibilities by addressing and evaluating the following areas: personal character, intellectual promise, industry, motivation, leadership, integrity, overall performance, and ability to work with others.

**Staple this sheet to your letter of recommendation. After signing the letter, please seal in an envelope, sign over the envelope seal,** and return the completed recommendation to applicant with enough time for applicant to meet the postmark deadline of March 2, 2020.

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Diane Campbell, President, Rock Island Arsenal Welcome Club

[Rockislandwelcomeclub@gmail.com](mailto:Rockislandwelcomeclub@gmail.com)

[RIAWCscholarship@gmail.com](mailto:RIAWCscholarship@gmail.com)

<https://riawc.com>

[www.facebook.com/RIAWC](https://www.facebook.com/RIAWC)

**CONTINUING EDUCATION MERIT SCHOLARSHIP APPLICATION RECOMMENDATION**

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## RIAWC CONTINUING EDUCATION MERIT SCHOLARSHIP CHECKLIST

\_\_\_\_ **Ensure your application is complete before mailing.** The application will be automatically disqualified if any required item is not included. The application and all required documents must be mailed together in **ONE** envelope to the following address, unless your school requires transcripts be sent under separate cover. It is strongly suggested that applications be mailed using return receipt.

ROCK ISLAND ARSENAL WELCOME CLUB, ATTN: MERIT SCHOLARSHIP COMMITTEE, P.O. BOX 3186, ROCK ISLAND, IL 61204.

\_\_\_\_ The envelope must be postmarked **NO LATER THAN March 2, 2020.**

\_\_\_\_ **REVIEW ELIGIBILITY:**

1. To be eligible, the applicant must be currently attending a continuing education school. Applicant must reside in the local area or have a parent/sponsor residing in local area AND meet one of the following criteria:
  - a) hold a valid Military ID card (including dependent ID card) or a valid Federal ID card issued by Rock Island Arsenal, or
  - b) have a parent/sponsor who holds a valid Military ID card or valid Federal ID card issued by Rock Island Arsenal, or
  - c) who volunteers in a Rock Island Arsenal philanthropic organization, or
  - d) have a parent who volunteers in a Rock Island Arsenal philanthropic organization.
2. Applicant must plan to attend an accredited university, college, or trade school in a program of study leading to a baccalaureate, an associate, a master's, or a specialized technical degree during the 2020-2021 academic year.
3. The scholarship will be forfeited if the student does not show proof of acceptance and enrollment for the 2020-2021 academic year. This proof can be provided after the application deadline.

\_\_\_\_ **Two Essays.** A separate sheet for each essay response; essays must be type written, **double-spaced**, 300 to 500 words. Please include the essay question at the top of the essay and the word count at the bottom of the essay.

\_\_\_\_ **Complete pages 3-8 of application.**

\_\_\_\_ **Include Two Letters of Recommendation.** The first MUST be from a current faculty member. The second can be from a community member, employer or a different faculty member with whom you have been associated in the last two years.

\_\_\_\_ **Include Official Transcript.** Most current official academic transcript in a sealed envelope from your registrar's office. Mail to RIAWC address, no later than March 2, 2020.

\_\_\_\_ **Include ACT or SAT Scores** (optional). A copy of your results unless score is indicated on your official transcript. May be used for awarding purposes.

\_\_\_\_ **Include ONE self-addressed, stamped business-size envelope.** This will be used to notify applicant of status of application.

\_\_\_\_ **Email a JPEG-format photo** to [RIAWCscholarship@gmail.com](mailto:RIAWCscholarship@gmail.com). This email must be time-stamped before 12:00 am on March 3, 2020. This will be used on the RIAWC poster if you are awarded a scholarship, so we recommend a headshot. The judges will not see this photo.

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