

**Scholarship Application Packet
2018-2019**



DUE FRIDAY, APRIL 13, 2018

RENEWAL NEW APPLICATION

Scholar Name: _____

Current School Attending : _____ Grade in 2018-2019: _____

PLEASE CHECK THE SCHOOL YOU WISH TO ATTEND:

- | | |
|---|---|
| <input type="checkbox"/> Cathedral High School | <input type="checkbox"/> Most Holy Trinity |
| <input type="checkbox"/> Father Yermo (Middle and High School) | <input type="checkbox"/> Our Lady of the Valley |
| <input type="checkbox"/> Father Yermo (Elementary School) | <input type="checkbox"/> St. Joseph's |
| <input type="checkbox"/> Loretto Academy (Middle & High School) | <input type="checkbox"/> St. Matthew Catholic |
| <input type="checkbox"/> Loretto Academy (Elementary) | <input type="checkbox"/> St. Patrick |
| | <input type="checkbox"/> St. Pius X |
| | <input type="checkbox"/> St. Raphael |

For Internal Use ONLY		No.: _____		
<input type="checkbox"/> Bishop	<input type="checkbox"/> Faith	<input type="checkbox"/> Hunt	<input type="checkbox"/> Miles	<input type="checkbox"/> Nancy Mendez Saucedo
<input type="checkbox"/> Rev. Msgr. Francis J. Smith	<input type="checkbox"/> Other _____			
Principal Name: _____		School: _____		
Principal Signature: _____		Date: _____		

OVERVIEW AND GUIDELINES Pages I - IV

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CHECKLIST

2018-2019 RENEWING APPLICANTS

Scholar Name: _____ School: _____

1. Submit financial and family information to FACTS Grant & Aid Program at <https://online.factsmgt.com/signing/4FJQ2> before **Monday, March 26, 2018.**

NOTE: Select the Foundation for the Diocese of El Paso as a school. Please give yourself enough time. It may take up to 10 days from date of submission to FACTS for the process to be completed.

2. Submit completed and signed renewal application and attachments to your school no later than **Friday, April 13, 2018.**
3. One-page essay describing how you benefited by participating in your school's activities; what class did you learn the most from and why.
4. Attach official school transcript or official report card with school seal or president/principal's signature for the current and previous year.
5. Letter of recommendation from your school principal, on school letterhead, recommending this scholarship renewal.

CHECKLIST

2018-2019 NEW APPLICANTS

Scholar Name: _____

1. Letter of recommendation from your current school principal, on school letterhead, recommending this scholarship.
2. Meet with school principal or guidance counselor from Catholic school of choice to complete the Applicant Appraisal on last page of this application. The principal or guidance counselor must complete and sign the Application Appraisal.
3. Submit financial and family information to FACTS Grant & Aid Program at <https://online.factsmgt.com/signing/4FJQ2> before **Monday, March 26, 2018**.

NOTE: Select the Foundation for the Diocese of El Paso as a school. Please give yourself enough time. It may take up to 10 days from date of submission to FACTS for the process to be completed.

4. Submit completed and signed scholarship application and attachments to school of choice no later than **Friday, April 13, 2018**.
5. Attach a one-page essay explaining why the applicant wants a Catholic school education outlining the reasons you want to attend the school you selected and why you believe you should be awarded this scholarship;
6. Attach official school transcript or official report card with school seal or president/principal's signature for the current and previous year.
7. Attach a copy of a current utility bill (water, gas or electric **ONLY**);

APPLICATION



RENEWAL

NEW APPLICATION

A. INSTRUCTIONS:

1. Print clearly and turn in completed application with all applicable signatures.
2. Complete one application for each scholar.
3. Submit a new application each school year as required.

B. APPLICANT DATA:

Name: _____

Permanent Address: _____

City: _____ State: _____ Zip Code: _____

Date of Birth: _____ Home Phone: _____ Student Cell: _____

Student Email: _____

Gender: Male Female

Parish or Place of Worship: _____

C. PARENT OR GUARDIAN INFORMATION:

Father/Guardian

Mother/Guardian

Name: _____

Address: _____

Occupation: _____

Phone: _____

Email: _____

D. INFORMATION ON SCHOOL YOU ARE CURRENTLY ATTENDING:

School Name: _____ Current Grade: _____

Principal: _____ School Telephone: _____

E. ACTIVITIES, AWARDS AND HONORS:

List all school and community activities in which you have participated (e.g., student government, sports, choir, band, volunteer work), awards/honors you have earned, and offices you have held. Use additional pages if necessary.

Activity	# of Years Participated	Awards/Honors	Offices Held
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

F. GOALS AND AMBITIONS:

Provide a brief statement about how your education relates to your long-term and life goals.

G. UNUSUAL CIRCUMSTANCES:

Please describe how any unusual family, personal, or financial circumstances have impacted or affected your achievements or participation in school activities.

H. PARENT INVOLVEMENT

In the following space, have your parent(s) or legal guardian(s) describe how they have been involved in or assisted you with your academic and civic responsibility.

I. FINANCIAL DATA:

All Foundation scholarship applicants – both new and renewing – must complete a financial assessment using the FACTS program. Complete the FACTS Grant and Aid Assessment online at <https://online.factsmgt.com/signing/4FJQ2> and **select the Foundation for the Diocese of El Paso as a school**. A small fee per family will only be assessed once. For more information, please contact your school or the Foundation at (915) 872-8412.

J. RESIDENCY

State of legal residence: _____

Are you a U.S. Citizen: Yes No

Total number of family members in household: _____

Current marital status of parent/guardian having primary parental responsibility for the applicant:

Married Divorced Separated Widowed Single

K. ACADEMIC PROGRESS (Renewing Students ONLY)

Please advise if you are satisfied with your academic progress over the past year. If you are satisfied, tell us why? If not satisfied, what steps are you taking to improve your academic performance?

L. CERTIFICATION:

I certify that the information provided is complete and accurate to the best of my knowledge. If requested, I agree to give proof of information I have given on this form. **Non-compliance may result in termination of any scholarship granted.** I grant my permission for the information contained herein to be shared with the scholarship selection committee and scholarship donor. If this form is incomplete, inaccurate, or not signed, it will not be considered. I agree to attend any function, workshop or event specifically for Foundation Scholars. I also grant my permission for him/her to be interviewed and/or photographed, filmed or videotaped for use in diocesan publications and/or news media publications or productions for the purpose of promoting the Scholarship Program, the Foundation for the Diocese of El Paso, and /or Catholic Schools in El Paso.

Signature of Applicant: _____

Signature of Mother/Guardian: _____

Signature of Father/Guardian: _____

Date Application Completed: _____

For questions or assistance in preparation of the scholarship application or submitting FACTS, please contact: IN SPANISH ALSO

Belen Gonzalez | Grants Assistant

Foundation for the Diocese of El Paso

499 St. Matthews Street

El Paso, TX 79907

P [915.872.8412](tel:915.872.8412) | **E** bgonzalez@elpasodiocese.org

APPLICANT APPRAISAL FOR NEW STUDENTS ONLY

(To be completed by current school counselor or principal)

IF YOU ARE AN INCOMING STUDENT, PLEASE PROVIDE THIS FORM TO YOUR CURRENT PRINCIPAL OR GUIDANCE COUNSELOR TO BE COMPLETED.

Scholar Name: _____ School: _____

	Excellent	Good	Fair	Poor
The applicant's respect for self and others is	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The quality of the applicant's commitment to school and community is	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The applicant's ability to set realistic and attainable goals is	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student is making satisfactory academic progress	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Extremely Well	Very Well	Moderately Well	Not Well
The applicant demonstrates maturity, initiative, and focus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The applicant demonstrates good problem solving skills, follow through and completes tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The applicant's achievements reflect his/her ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

Appraiser's Name (Print): _____ Title: _____

Official School Name: _____ Telephone: _____

Signature: _____ Date: _____

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OVERVIEW AND GUIDELINES

I. PURPOSE OF THE FOUNDATION SCHOLARSHIPS

The Catholic School Scholarship Program of the Foundation for the Diocese of El Paso is part of the diocesan effort to provide the financial aid needed by our Catholic schools to sustain them into the future. It complements the Office of Education's Financial Aid Program as well as the tuition assistance provided by individual Catholic schools in the form of financial aid and tuition discounts.

The Foundation's Scholarship Program consists of the following:

1. Bishop's Scholarship Fund
2. Faith Scholarship Fund
3. Hunt Scholarship Fund
4. Miles Scholarship Fund
5. Nancy Mendez Saucedo Scholarship Fund
6. Rev. Msgr. Francis J. Smith Scholarship Fund

Bishop's Scholarship Fund - In December 2009, the Foundation established the Bishop's Scholarship Fund to ensure that more deserving students could attend El Paso's Catholic middle schools. Bishop's scholarships are available for qualified students enrolling in any middle school in the Diocese of El Paso. Middle school is defined as grades 6 through 8.

Faith Scholarship Fund - In August 2015, the Foundation established the Faith Scholarship Fund through private donations to enable more deserving students to attend El Paso's Catholic schools. The Faith Scholarship Fund is available for qualified students enrolling in any of El Paso's 10 Catholic schools in grades K through 12.

Hunt Scholarship Fund - In August 2013, the Hunt Family Foundation awarded the Foundation for the Diocese of El Paso a multi-year grant to enable more students to attend El Paso's Catholic schools. The scholarships are available for qualified students enrolling in any of El Paso's 10 Catholic schools in grades 1 through 12.

Miles Scholarship Fund - In December 2009, Michael and Clara Miles established the Miles Scholarship Fund at the Foundation for the Diocese of El Paso to ensure that more students could attend El Paso's Catholic high schools. The scholarships are available for qualified students enrolling in Loretto Academy, Cathedral High School, or Father Yermo High School.

Nancy Mendez Saucedo Scholarship Fund for Father Yermo High School - Is an academic and financial need-based scholarship given annually to a qualifying student at Father Yermo High School in El Paso, Texas. The scholarship is given by Deborah & James Llewellyn in honor of Deborah's mother, Nancy Mendez Saucedo who, as a single mother, worked and sacrificed so Deborah and her sister could attend Father Yermo High School and receive a high-quality Catholic education. The scholarships are available for qualified students enrolling in Father Yermo High School grades 9-12.

Rev. Msgr. Francis J. Smith Scholarship Fund for St. Raphael School - In honor of Monsignor Smith's service to St. Raphael Parish and School for 29 years, a scholarship fund for St. Raphael School was established in his name to help preserve St. Raphael's mission well into the

future. The Reverend Monsignor Francis J. Smith Scholarship Fund for St. Raphael School will provide scholarships for young students who could not otherwise afford to attend St. Raphael Catholic School in grades PK through 12.

II. ELIGIBILITY

Any student enrolled or enrolling in any of El Paso's 10 Catholic schools may apply for a Bishop's Scholarship, Faith Scholarship, Hunt Scholarship, or Miles Scholarship. Any student enrolled or enrolling in Father Yermo Schools may apply for a Nancy Mendez Saucedo Scholarship. Any student enrolled or enrolling at St. Raphael School may apply for Rev. Msgr. Francis J. Smith Scholarship. Students receiving a Hunt Scholarship must be first-time enrollees in a Catholic school. Please review guidelines for each scholarship program for residency requirements.

III. APPLICATION PROCEDURES

NEW APPLICANTS:

- Letter of recommendation from your current school principal, on school letterhead, recommending this scholarship.
- Meet with school principal or guidance counselor from Catholic school of choice to complete the Applicant Appraisal on the last page of this application. The principal or guidance counselor must complete and sign the Applicant Appraisal.
- Submit financial and family information to FACTS Grant & Aid Program at <https://online.factsmgmt.com/signing/4FJQ2> before **Monday, March 26, 2018**.

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- Submit completed and **signed scholarship application and attachments** to school of choice no later than **Friday, April 13, 2018**.
- Attach a one-page essay explaining why the applicant wants a Catholic school education outlining the reasons you want to attend the school you selected and why you believe you should be awarded this scholarship.
- Attach official school transcript or official report card with school seal or president/principal's signature for the current and previous year.
- Attach a copy of a current utility bill (water, gas or electric **ONLY**).

RENEWING APPLICANTS:

- Submit financial and family information to FACTS Grant & Aid Program at <https://online.factsmgmt.com/signing/4FJQ2> before **Monday, March 26, 2018**.

NOTE: **Select the Foundation for the Diocese of El Paso as a school.** Please give yourself enough time. It may take up to 10 days from date of submission to FACTS for the process to be completed.

- Submit completed and signed renewal scholarship application and attachments to your school no later than **Friday, April 13, 2018.**
- One-page essay describing how you benefited by participating in your school's activities; what class did you learn the most from and why.
- Attach official school transcript or official report card with school seal or president/principal's signature for the current and previous year.
- Letter of recommendation from your school principal, on school letterhead, recommending this scholarship renewal.

IV. SELECTION PROCESS

The Foundation's Scholarship Committee will select the recipients of the Bishop's, Faith, Hunt, Miles, Nancy Mendez Saucedo and Rev. Msgr. Francis J. Smith Scholarships after evaluating the following factors for each applicant: (1) participation in school and community activities, (2) work experience (including any work done at home), (3) statement of goals and ambitions, (4) prior academic record, (5) quality of essay, (6) school appraisal, and (7) completion of all requirements to include the FACTS Grant & Aid Program selecting the Foundation for the Diocese of El Paso as a school at: <https://online.factsmgt.com/signing/4FJQ2>

All determinations by the Foundation will be final and will not be subject to review or appeal.

V. REQUIREMENT FOR HUNT SCHOLARS

All Hunt Scholars and their parents are asked to participate in the program in the following ways.

1. Contribute toward the student's tuition. No family will be required to pay more than \$50/month or \$500 per school year for tuition.
2. Attend orientation and workshops as requested.
3. Participate in school organizations and activities are requested by the school or Foundation for the Diocese of El Paso.
4. Give permission to the Foundation for the Diocese of El Paso to use student photos in promoting the program.
5. Provide an annual thank-you letter to the Hunt Family Foundation.

VI. REQUIREMENT FOR SCHOOLS ACCEPTING HUNT SCHOLARS

1. The school will help recruit Hunt Scholars by promoting the program, providing information to prospective parents, and working with the parish pastor to identify potential recipients.
2. Charge no more than \$50/month or \$500 per school year for tuition for each Hunt Scholar.
3. Waive the registration fee each year for up to four years for Hunt Scholars.
4. Consider waiving other fees (building, athletic, etc.) for Hunt Scholars depending on the financial needs of the families.
5. Provide transcripts and evaluations for Hunt Scholars to the Foundation for the Diocese of El Paso as requested.

VII. AMOUNT OF SCHOLARSHIP

Bishop's, Faith, Miles, Nancy Mendez Saucedo, and Rev. Msgr. Francis J. Smith Scholarships

The amount of an individual Bishop's, Faith, Miles, Nancy Mendez Saucedo, and Rev. Msgr. Francis J. Smith Scholarship award, ranging up to \$6,000 annually, will be determined by the Scholarship Committee based on the ability of the student's family to contribute toward the educational expenses at the school the student desires to attend. A student whose parents do not complete the FACTS Grant and Aid financial assessment by the deadline will not be considered for a Scholarship.

Hunt Scholarships

Recipients of the Hunt Scholarships will receive the following.

1. Eighty percent (80%) of tuition for up to four years of Catholic school enrollment as long as the student makes satisfactory academic progress and submits all scholarship forms as requested. The school may charge no more than \$50 per month or \$500 per school year for the remaining 20% of tuition.
2. Waiver of registration fees for up to four years.
3. Donation of one set of uniforms during the first year of enrollment.

VIII. ANNOUNCEMENT AND DISTRIBUTION OF SCHOLARSHIPS

The Foundation will notify all scholarship applicants of its decision in May. The Foundation will also notify each scholarship recipient's school.

The Foundation will pay scholarship awards directly to the scholarship recipient's school in two equal installments during the academic year (one installment in August, one installment in January) dependent on all requirements being met. Award checks may be used to pay for the recipients' tuition, books, lab fees, or other related educational expenses. Copies of the awards sent to the recipients will also be mailed to the schools.

IX. RENEWAL OF SCHOLARSHIP

Once the Foundation awards a Bishop's, Faith, Hunt, Miles, Nancy Mendez Saucedo, or Rev. Msgr. Francis J. Smith Scholarship to a student, the Foundation intends to continue the scholarship as long as the student remains eligible. To remain eligible, scholars must submit a renewal application by the deadline. The Foundation will evaluate each recipient on his or her school performance (high C or 77 average or better), residency and participation in school and community activities prior to renewing a scholarship. Renewal applications are available at the schools. Each student has the responsibility to have the renewal application and forms timely and properly completed and submitted to their respective school.

The Foundation reserves the right to change or discontinue the Bishop's, Faith, Hunt, Miles, Nancy Mendez Saucedo, and Rev. Msgr. Francis J. Smith Scholarships at any time without notice.