



ROYAL POINCIANA EMPLOYEES AND DEPENDENTS SCHOLARSHIP FUND

2016-2017 APPLICATION GUIDELINES-

For FIRST TIME Applicants

(You will need to complete the comprehensive application, which requires you to submit several additional supporting documents. Complete details are outlined below.)

Applications may be submitted by:

- Current full time and part time employees of Royal Poinciana Golf Club, Inc. having a minimum of 90 days of service, completed your probationary employment period; and
- The children - under the age of 26 - and spouses, who live in the same household of such employees.
- **Those who were granted a scholarship in the previous year, only need to complete the short renewal form. You do NOT need to complete the long form, first time application. The renewal form requires that you provide less information and documentation.**

Note that scholarships are granted on a yearly basis. Recipients may receive up to four grants from Royal Poinciana Scholarship Fund. Also, if a recipient receives funding from other sources, our grant will be applied last. No one may receive funds in excess of the actual expenses of attending school.

Scholarship applications are available from Jean Mears. Alternatively, you may apply online, through the Community Foundation of Collier County (CFCC). The website is www.cfcollier.org. The advantage of applying online is that CFCC offers other scholarships, which may also provide you with additional college funding.

The completed application must be submitted by **5 PM on February 1st, 2017.**

For first time applicants, your completed application should include:

- ____ 1. Completed Scholarship Application clearly printed or typed, signed and dated.
- ____ 2. Transcripts, or if you have graduated from high school or equivalent, proof of completion of high school (GRE or other exam).

_____ 3. Recommendation letters (typewritten only) from your school teacher or counselor, or others familiar with your character and qualifications such as another current employer or other professional associate, explaining why you should receive a scholarship. You may have up to three recommendation letters.

_____ 4. Personal Statement from you (typewritten only), which is your response to item number 10 of this application.

_____ 5. Other Activities described by you, which you would like to have considered during the selection process. These may include extracurricular activities, volunteer work or special accomplishments. This is the second part of your response to item number 10 of this application.

_____ 6. Financial statements, such as a copy of the most current IRS tax filing, which will be used to determine financial need.

NOTE: We encourage you to seek assistance from a teacher, guidance counselor, family member, friend, or other professional in completing and reviewing this application prior to submission. Please be sure that your application is complete and includes all required information. You may review the contents of your application packet with Jean Mears. She will help you determine if your packet is complete before you submit it to Community Foundation for scholarship consideration.

Once complete, please submit the documents described above not later than **5PM on February 1st, 2017** to:

Sharon Bayata
Community Foundation of Collier County
1110 Pine Ridge Road, Suite 200
Naples, Florida 34108
Phone 239 649 5000 | Fax 239 649 5337

Scholarships will be awarded only for eligible tuition, books and fees for a term of one-year. Applicants selected for scholarships will be notified of their awards in writing. Scholarship funds will be mailed directly to the scholarship recipient's chosen educational institution after the Community Foundation has received the completed Registration Verification Form.

Relatives of Royal Poinciana Members or Directors are not eligible to apply for or receive a scholarship.



Royal Poinciana Golf Club Employees and Dependents Scholarship Fund

2016-2017 APPLICATION

Please clearly print or type all information requested. Attach Transcripts, Letters of Recommendation, Personal Statement and Financial Statements, as indicated in the guidelines. Return the completed application packet by **5PM on February 1st, 2017** to:

Sharon Bayata
Community Foundation of Collier County
1110 Pine Ridge Road, Suite 200
Naples, Florida 34108
Phone 239 649 5000 | Fax 239 649 5337

Last Name	First	Middle Initial	Social Security #	Date of Birth
Permanent Home Mailing Address				
City	State	Zip Code	Home Phone	
Work Phone	Cell Phone	Email Address		

- Are you a current Royal Poinciana full-time or part-time employee? _____ If so, what is your hire date? _____ If not, proceed to item #3.
- List all Royal Poinciana full-time (FT) and part-time (PT) employment which you have held within the last three (3) years

Position (FT or PT)	Supervisor Name/Title	Date(s) of Employment

- If you are not a Royal Poinciana employee, list any immediate family member (mother, father, spouse) employed at Royal Poinciana:

Name	Relationship	Date of Hire

- Name and address of accredited college, vocational or trade school you plan to attend:

School Name
School Address

- Have you been accepted for admission? Yes No Full Time Part Time
- Provide the total number of course hours required to graduate, and the number of hours you have completed to date _____ .
When do you anticipate graduating? _____ .
- What major do you plan to pursue? _____

8. Academic History – Please describe your current and prior academic experiences:

Education	Name of School; Address	Dates Attended	GPA	Degree/Certificate
High School				
Other				

If currently enrolled in school, please attach a copy of our most recent transcript.

I have attached transcripts from the schools listed above: Yes No

9. Please attach one or more **letters of recommendation (typewritten only) with this application** from your school teacher or counselor, or others familiar with your character and qualifications such as another current employer or professional associate who is not related to you. You may provide up to three recommendations.

Letters of recommendation are enclosed from the following persons: (a) _____,
(b) _____, (c) _____.

10. Please attach a **personal statement (typewritten only) with this application** detailing your response to the following questions: What event in history has influenced you (negatively or positively)? How has it affected your life or your thinking/views? The event can have occurred anywhere in the world, during your lifetime or before you were born. Please include a separate paragraph or two about yourself, discussing when you first became interested in your chosen field of study, what circumstances or individuals influenced your decision and what you know about the training required and the job opportunities. Feel free to tell us something about yourself, your family, volunteer activities, awards, honors, special activities, etc.

Is your Personal Statement included with this application? Yes No

11. The academic year for which you are requesting financial assistance is from:

_____ to _____
Month/year Month/year

12. Have you submitted any other scholarship applications, been awarded, or been notified of any other financing sources for the academic year listed above? Yes No
 If yes, please identify the source and amount requested or awarded:
 (examples: Bright Futures, Pell Grant, award from another corporation, scholarship from your selected school)

13. Have you previously been awarded a scholarship from Royal Poinciana? Yes No

14. Are you eligible to receive funds for your education from any other source, including any trust fund that names you as a beneficiary? Yes No If yes, please provide details:

15. Please check the box below which best corresponds to your total family income for the year 2015:

<input type="checkbox"/> Up to \$50,000	<input type="checkbox"/> \$100,001 - \$140,000
<input type="checkbox"/> \$50,001 - \$80,000	<input type="checkbox"/> \$140,001 - \$180,000
<input type="checkbox"/> \$80,001 - \$100,000	<input type="checkbox"/> \$180,001 and up

Please be sure to attach a supporting financial statement (current IRS tax filing)

16. Please describe your estimated educational expenses for the academic year listed above and the expected sources of funds available to meet those obligations:

Expenses:	Tuition		Funding:	Work	
	Books			Family	
	Lab Fees			Loans	
	Room/Board			Scholarships	
	Transportation			Other	
Estimated total cost			Estimated total funding		

You may provide additional financial information on a separate sheet attached.

I certify that the foregoing application is true and accurate to the best of my knowledge and belief.

Signature of Applicant _____ Date _____