

Margaret Sanders International Schools Scholarship Fund

Selection Process and Timeline

All graduating **high school** students from member schools of the various educational Regions as recognized by AAIE worldwide are eligible to apply for The Margaret Sanders Scholarship for the year 2012-2013. **Students must apply via their primary AAIE Schools Regional Office. Applications can not be accepted from any other Regional Office for a student whose school is located in a different region.** Several **(\$3,000 - \$5,000)** scholarships will be awarded.

The United Way website (www.uwsrq.com) is available to applicants to simplify and expedite the application process.

The scholarship(s) are intended to defray a broad range of educational expenses such as tuition, room and board, books, computers and the like.

To keep the selection uniform in all Regions, certain procedures are recommended:

1. The ***school*** will publicize the scholarships to graduating seniors.
2. Set an application ***deadline*** date.
3. Form a local ***"Awards Council"*** or appoint an individual staff member to review the scholarship applications.
4. ***Select one applicant to be nominated from their school.***
5. ***Forward the candidate's completed application packet to their Regional Office before the deadline established by their Regional Director.***
6. ***Include a cover letter that gives the name of the school's chosen candidate for the scholarship.***

We recommend that one person at each school be responsible for publicizing the scholarship and coordinating the application process.

The final selection for the scholarship(s) will be made by educators on both the east and west coasts of the United States and will be announced at the annual AAIE Conference in February.

Once the scholarships have been awarded, the regional offices will notify the winners in their respective regions.

IMPORTANT NOTE: WE CANNOT RELEASE THE SCHOLARSHIP MONEY UNTIL UNITED WAY OF SARASOTA COUNTY RECEIVES OFFICIAL NOTIFICATION FROM THE COLLEGE THAT YOU ARE ATTENDING.

Please note:

United Way of Sarasota County will make payments for educational expenses directly to the college/university selected by the award recipients, with the qualifying provision that it must be a 501 (c)(3), U.S. chartered, degree-granting institution. Should the college/university cease to be a qualified 501 (c)(3), United Way cannot disburse funds unless proven status is reinstated.

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Directions for Applicants

NOTE: All applications and supporting documents become the property of the United Way , and will not be returned. Please send copies of pictures and awards, not the originals.

1. Complete and submit the "Application Data Sheet" form and other materials listed below to your school's "Awards Committee" or the responsible individual appointed by your school ***before the deadline date established by your school.***

Your school must send official academic transcripts with the application.

2. Prepare and submit a "**portfolio**" illustrating your involvement in the life of your school and community, highlighting your efforts to make your school and community a better place. This portfolio must include an original essay (maximum of three pages) describing your perceived strengths and natural abilities and how higher education will further prepare you to maximize these abilities for the benefit your community/country. Your portfolio must consist solely of work done by you; however, to help you make the best presentation, feel free to ask your parents or your teachers/counselors for advice regarding completion of your portfolio. Strive to articulate your true motivations and aspirations in a forthright and succinct manner. Portfolios should be submitted on a compact disk, or by electronic mail as an attachment.
3. Ask three adults to write confidential letters of recommendation: 1) from a current or former teacher/counselor, 2) from an activities coordinator, coach or other adult who has supervised an activity in which you have participated; and, 3) from any adult of your choice, e.g., possibly someone from your neighborhood or religious community. One example in the latter category could be a supervisor or employer for whom you have worked. **These letters of recommendation must be sent directly to your school's "Awards Committee" or the scholarship coordinator.**
4. Your completed application form, your portfolio and all three letters of recommendation must be received by your school's "Awards Committee" or responsible individual at your school before your **school's deadline date**. The school will then make their selection of one student and forward that student's entire application packet to their Regional Office (Do not send directly to United Way) **before the deadline established by their Regional Office**. The Regional Office will review all applicant packets and select **one** candidate from their Region. The Regional Office will send the completed application packet to the Awards Committee for the Margaret Sanders Scholarship: Winners will be announced at the Annual AAIE Conference in February.

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Application Data Sheet

Name:	Date of Birth:
Address:	Country:
Phone number:	Fax #:
E-mail address:	
Name of your school:	
Date you expect to graduate:	

List as many as three colleges/universities you would like to attend, in order of preference. Please attach copies of correspondence, application forms, etc., if you are already seeking admittance/registration at one of these colleges/universities. Please note payments may only be made to a 501 (c) (3), degree granting institution.

1.

2.

3.

Parental Permission. Please have a parent or guardian sign, indicating that he/she knows you are applying for this scholarship;

I understand that my son/daughter, _____

is applying for The Margaret Sanders Foundation International School Scholarship and has my permission to do so.

Parent/guardian signature: _____

School authorization: I understand that _____

a graduating class member at my school, is applying for The Margaret Sanders Foundation International Schools Scholarship.

Guidance Counselor signature: _____

Confidential references: Please list three individuals whom you have asked to write references for you.

Name: _____ **Position:** _____

Name: _____ **Position:** _____

Name: _____ **Position:** _____

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Confidential Reference Sheet

Dear _____:

_____ has requested a written reference from you as part of his/her application for a Margaret Sanders Foundation Scholarship.

Margaret Sanders' career with Walsworth Publishing Company began in 1961, and during the subsequent four decades she traveled the world assisting schools with the publication of their yearbooks. This exciting career afforded her the opportunity to develop a close identification with overseas "American/International" schools and their diverse and interesting populations.

Mrs. Sanders established this scholarship fund to "give back" to this community, which gave her so many exciting opportunities and personal rewards. More specifically, The Margaret Sanders Foundation was established to fund educational opportunities for members of the overseas schools community. Graduating students from member schools of the various educational Regions, as recognized by AAIE, are eligible to apply. Only **one** candidate from each region will be put forward for the final selection process.

The scholarships will be awarded to the students who demonstrate character strengths such as persistence and motivation, resourcefulness, and acceptance of other cultures and points of view. The nominated students should also display a genuine interest in, and sustained commitment to, the welfare of others, as reflected through participation in school activities, and community/civic involvement. Factors considered in the selection process include academic achievement, financial needs, and higher education and vocational aspirations. Manifestation of desire to contribute to, or directly address, community and societal needs and problems will be considered in the selection process.

The student who has asked you to write a reference on his/her behalf believes you can give a fair and honest assessment or appraisal of him/her regarding these criteria. Please express your thoughts, opinions and impressions, to the best of your ability, using descriptive language that paints the most complete word picture of the character and attributes of the applicant. Please limit yourself to one, single-spaced, page.

It is essential that this reference be kept strictly confidential and that it be delivered to the school office clearly marked for delivery to the "Awards Council" or responsible staff person appointed by the school, who will select one candidate's application and forward it to their Regional Office. Please do not share the text of your letter with the applicant. We will honor this confidence and will regard your reference letter as privileged information.

Unless your letter is received by the date set by the "Awards Council" or the person responsible at their school, the application package will be incomplete, and the student may not be considered for the scholarship.

Thank you for your understanding and cooperation! By this request, the student has demonstrated his/her respect and confidence in you as a mentor and role model.