

2024 SCHOLARSHIP REQUIREMENTS  
\*OUTAGAMIE HOME AND COMMUNITY EDUCATION  
\*SHIRLEY RICHARDSON and ANY OTHER MEMORIAL SCHOLARSHIPS

1. The Outagamie Extension Association of Home and Community Education awards two \$750 scholarships annually. Both scholarships are available to a student who is completing their senior year of high school or student continuing education on a full-time basis at either a college or technical school. The candidate for the memorial scholarships must be the son/daughter, grandson/granddaughter, or niece/nephew of an active member of the Outagamie Extension Association of Home and Community Education or must be a current Outagamie County 4-H member. Residents of Outagamie County, and Wisconsin will be given first preference. A candidate will only be eligible to receive one of the \$750 scholarships. Scholarships are awarded one time per individual.
2. The scholarship is to be used for any accredited course in any college, university or accredited course at a technical college. This scholarship will be based on academics, financial needs, citizenship and leadership qualities.
3. Students who have averaged grades of "B" or above, who possess qualities for satisfactory advanced studies, and who meet the above qualifications may apply. Please include a transcript of your last semester's study.
4. The application, accompanied by a 100 or more word essay entitled, "How will my education benefit me personally and how would I be making a difference in the community?" should be received by March 1 to the Human Development and Relationships Educator, 3365 West Brewster Street, Appleton, WI 54914 (Not postmarked by March 1. There is a drop box at the Extension office for those who cannot mail it in time to meet the deadline.)
5. Two written letters of recommendation are required. At least one of the letters must be from the high school principal, a teacher/advisor, or counselor. The other letter is not limited to teachers or school related; it can be from a coach, mentor, 4-H leader, etc. The letters of recommendation must be included with the application form in a sealed envelope that has been initialized on the seal of the envelope.
6. The treasurer of the Outagamie County HCE will pay \$750 to each recipient at the end of the fall semester following the scholarship awarded in May upon receipt of an official semester grade transcript. It is the responsibility of the recipient to submit the official semester grade transcript to the Human Development and Relationships Educator, Outagamie County Extension, 3365 W. Brewster St., Appleton, WI 54914.
7. In the event that the applicant does not follow through with their plans for school, the scholarship will be awarded to the alternate. If the alternate does not qualify, the applicant next in line will be chosen.
8. The award of the two scholarships will be announced at the Outagamie Extension Association of Home and Community Education Recognition Banquet, which is usually held in spring. The winners will be invited to attend this banquet to receive the scholarship.

9. Scholarship evaluation:

|                               |           |
|-------------------------------|-----------|
| 1. Scholarship Letter         | 20 points |
| 2. Grade Transcript           | 20 points |
| 3. Leadership Quality         | 20 points |
| 4. Recommendation Letters (2) | 15 points |
| 5. Community Outreach         | 10 points |
| 6. Personality Traits         | 10 points |
| 7. Financial Needs            | 5 points  |

Check Off List

- ☐ Scholarship Essay (signed)
- ☐ Grade transcript
- ☐ 2 Letters of recommendation
- ☐ Application form

## LETTER OF RECOMMENDATION

Please return to: Human Development and Relationships Educator, Extension, 3365 West Brewster Street, Appleton, WI 54914 by March 1.

Recommendation blank for: \_\_\_\_\_  
Last First Middle

How do you know this applicant?

What contact have you had with the applicant?

What is the financial need of this applicant?

Comments regarding work habits, scholastic ability, health, emotional stability, character, personality, initiative and perseverance, etc. Please attach a typed sheet.

Signed: \_\_\_\_\_

Job Title: \_\_\_\_\_

Date: \_\_\_\_\_

*(Place letter of recommendation in a sealed envelope and initialize the seal on the envelope.)*

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OUTAGAMIE EXTENSION ASSOCIATION OF HOME AND COMMUNITY  
EDUCATION SCHOLARSHIPS

Check one: ☐ HCE members' son/daughter, niece/nephew or grandchild  
Name of HCE member \_\_\_\_\_  
HCE Club name \_\_\_\_\_

☐ Current 4-H member Club \_\_\_\_\_  
☐ Graduated from 4-H and was a member of \_\_\_\_\_ club  
☐ # of years \_\_\_\_\_

Check one: ☐ High school senior  
☐ Continuing college student

Mail the complete scholarship packet to: Human Development and Relationships Educator, Outagamie  
County Extension,  
3365 West Brewster Street, Appleton, WI 54914 by March 1.

1. Name \_\_\_\_\_

Home address \_\_\_\_\_

\_\_\_\_\_

Phone number \_\_\_\_\_

School address \_\_\_\_\_

Date of birth \_\_\_\_\_

2. Father's name \_\_\_\_\_

Father's occupation \_\_\_\_\_

Mother's name \_\_\_\_\_

Mother's occupation \_\_\_\_\_

Number of brothers and sisters supported by parents \_\_\_\_\_

Number in college \_\_\_\_\_ Number in technical school \_\_\_\_\_

Comments concerning your financial need \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3a. High school attended\_\_\_\_\_

Date graduated/graduating\_\_\_\_\_

If a high school senior, time and date of awards or scholarship day\_\_\_\_\_

\_\_\_\_\_

School you plan to attend\_\_\_\_\_

Continuing college students, complete 3b.

3b. College attending\_\_\_\_\_

Anticipated date of college graduation\_\_\_\_\_

Do you plan to continue in the same program next year?\_\_\_\_\_

In what area?\_\_\_\_\_

4. What are your plans for future financing of the remainder of your education?

\_\_\_\_\_

\_\_\_\_\_

5. Have you applied for or received other scholarships?\_\_\_\_\_

6. Work experience:

Employer

Type of Work

Years

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. Volunteer experience:

| <u>Organization</u> | <u>Type of Work</u> | <u>Years</u> |
|---------------------|---------------------|--------------|
|                     |                     |              |
|                     |                     |              |
|                     |                     |              |
|                     |                     |              |

8. What extra curricular activities are you or have you been involved in?

| <u>Club, Organization or Activities</u> | <u>Responsibilities or Awards</u> | <u>Years</u> |
|---|-----------------------------------|--------------|
|   |                                   |              |
|   |                                   |              |
|   |                                   |              |
|   |                                   |              |

(If the space allotted for questions 7 & 8 is inadequate, attach an additional sheet).

9. Essay: Write an essay of 100 or more words entitled: “How will my education benefit me personally and how would I be making a difference in the community?” and attach it to this application form.  
(This should be on a separate sheet and signed by applicant.)