

## **GUIDELINES FOR COMPLETING THE MAY E. TISDALE SCHOLARSHIP FUND APPLICATION**

Please be advised that prior to completing the May E. Tisdale Scholarship Fund Application you should read completely the following information carefully, as no applications will be processed for review by the committee unless it is received in a timely manner with all required information included.

### **Personal Data**

All personal data should be included and written legibly with special attention to addresses where you may be reached (both home and email), phone number, and birth date.

### **Sponsor Data**

Your sponsor must be your parent or grandparent or yourself, if you are a member of UCT. There are no exceptions. The jurisdiction means the state in which the sponsor is a member.

### **Academic Data**

You must have applied and been accepted to an institution of higher learning. If you are a first year student (freshman) we **MUST HAVE** a copy of your **LETTER OF ACCEPTANCE ON COLLEGE LETTERHEAD** included with the application. We also require your GPA for the previous year as well as all other information requested. Online college applications will be accepted and all guidelines remain the same.

### **Awards Received**

It is very important that you share with us any special awards (academic/sports) that you have received, as well as community activities you have been involved with.

### **Financial**

We need to know both parents' incomes, as well as your own, if they both support you. Any explanations you can give regarding incomes are helpful. Please also include any additional income within the household such as social security, social assistance, etc. **Please be very specific about who supports you.** It is very important that you list all scholarships received or anticipated by name as well as the amounts of each.

### **Other**

Please provide us with names and ages of any children in the household under age 21 on the first line and names and ages of those who are unmarried and attending college and living at home on the second line.

### **Regulations & Requirements**

It is imperative that the deadline be adhered to. Applications will not be accepted for those applicants who are furthering their education beyond four years or are married.

We require your **picture** – a head and shoulders shot – so that if you are chosen as a recipient we can publish it in our organization's magazine *The Sample Case*. We prefer you send a digital photo, which can be emailed to [lfisher@uct.org](mailto:lfisher@uct.org) with a brief explanation that it is for the May E. Tisdale Scholarship Fund scholarship. Be sure the file is high resolution to ensure good quality. Most print publications require a photo of at least 300 dpi (dots per inch) to reprint. JPEG and TIFF files are the best and most widely accepted formats. If you are submitting a photo by mail, please submit the best quality photo possible. Make sure the print is clear and in color and is on photo print quality paper. Images that are black and white, grainy, blurry or of poor quality will not be used.

### **Additional Information**

Anything additional that you can provide to us to enable us to better appreciate who you are, what you enjoy, what you have been involved with, your family financial situation, etc., will be very helpful. Should you have any questions regarding these instructions or the application, please feel free to call me at (717) 802-2527 or email me at [stough5000@gmail.com](mailto:stough5000@gmail.com).



The Order of United Commercial Travelers of America  
May E. Tisdale Scholarship Fund  
Scholarship Application



Please read carefully all of the attached guidelines for completing this application  
**If the application is incomplete, it will not be processed for review by the committee.**

**PERSONAL DATA**

Name: \_\_\_\_\_ Date of Request: \_\_\_\_\_

Present Address: \_\_\_\_\_  
Street City State/Prov. Zip/Postal Code

Permanent Address: \_\_\_\_\_  
Street City State/Prov. Zip/Postal Code

Telephone Number (Where you can be reached): (\_\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Male: \_\_\_\_\_ Female: \_\_\_\_\_

**SPONSOR DATA**

Name of Sponsor: \_\_\_\_\_ Relationship: \_\_\_\_\_

UCT Member No: \_\_\_\_\_ Jurisdiction: \_\_\_\_\_

Present Address: \_\_\_\_\_  
Street City State/Prov. Zip/Postal Code

**ACADEMIC DATA**

Name of college/vocational technical planning to attend:\* \_\_\_\_\_

On line college applications will be accepted. All guidelines remain the same.

**\*\*\*\*Verification of acceptance for the first year is required**

Address: \_\_\_\_\_ Prior Year GPA: \_\_\_\_\_

Year of study for which you are applying: (Circle One) 1. Freshman 2. Sophomore 3. Junior 4. Senior

Major Field of Study: \_\_\_\_\_

**AWARDS RECEIVED**

Special Awards - Academic/Sport: \_\_\_\_\_

\_\_\_\_\_

Community Activities/Volunteerism: \_\_\_\_\_

\_\_\_\_\_

**FINANCIAL**

Father's annual income before taxes: \$ \_\_\_\_\_

Mother's annual income before taxes: \$ \_\_\_\_\_

Applicant's annual income before taxes: \$ \_\_\_\_\_

Other income within the household not included above: \$ \_\_\_\_\_  
(Such as Social Assistance or Social Security)

Names of all scholarships you are receiving and amounts for the year in which you are applying:

Name: \_\_\_\_\_ \$ \_\_\_\_\_ Name: \_\_\_\_\_ \$ \_\_\_\_\_

Name: \_\_\_\_\_ \$ \_\_\_\_\_ Name: \_\_\_\_\_ \$ \_\_\_\_\_

**OTHER**

Names/Ages - Minor children living at home: \_\_\_\_\_

Names/Ages - Unmarried siblings in college: \_\_\_\_\_

**REGULATIONS & REQUIREMENTS**

1. Fully completed applications to be received by June 15 at the following address:

**Sandra Stough, 105 Windrush Lane, Mechanicsburg, PA 17055  
Phone: (717) 802-2527 / Email: stough5000@gmail.com**

2. Scholarships are available to college students in undergraduate studies

3. Married applicants not accepted

4. A CLEAR AND DEFINITE NEED FOR ASSISTANCE MUST BE SHOWN

5. Please add additional sheets as needed

6. **A high resolution color photograph must accompany application for publicity purposes: See guidelines**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Parent/Sponsor

**Note: All information is Confidential to Committee**