



HURLBURT SPOUSES' CLUB

SPOUSE SCHOLARSHIP

The Hurlburt Spouses' Club is pleased to offer scholarships to select Air Force spouses who are seeking higher education.

You are eligible to apply if you meet the following criteria:

- A spouse of any Hurlburt Field military member^{1,2} (see eligibility details below)
- Seeking an associate, undergraduate or graduate degree
- Will attend an accredited college or university full- or part-time in the Fall of 2019

Deadline: Friday, March 15, 2019

Additional Information

ELIGIBILITY. The applicant must meet the following requirements:

1. The applicant must be the spouse of a **Hurlburt Field military member**, which can be defined as:
 - a. Active duty personnel stationed at Hurlburt Field
 - b. Retired military personnel whose last duty station was at Hurlburt Field
 - c. Deceased military personnel*
 - d. A military member currently on an unaccompanied tour from Hurlburt Field*
 - e. A military member stationed at Hurlburt Field but the applicant resides elsewhere

* If the military member is retired, deceased or remote/unaccompanied, the member's last duty station must have been Hurlburt Field AND the applicant must have a valid military identification card and be enrolled in DEERS.

LIMITATIONS

1. Scholarship may be used only for payment of tuition, room, board, books or other fees *paid through the finance/bursar's office of an accredited school of the student's choice*. Accreditation must be recognized by CHEA, HLC or another authorized accrediting body recognized by the US Department of Education.
2. It is the applicant's responsibility to let the HSC know if he/she becomes ineligible for this scholarship
3. The winner shall not be awarded the actual scholarship until he/she is accepted at an accredited school and provides the HSC Scholarship Chairperson a verification of enrollment from the school. The Scholarship Chairperson will mail the scholarship award directly to the school of choice.
4. Should a recipient transfer to another accredited school before using all available funds, remaining funds may be transferred by the original school to the new school of the student's choice. The HSC Scholarship Chairperson must be notified immediately.
5. Should the winner cease to attend classes at the school of choice and not immediately transfer to another school, any money remaining in this fund shall be returned to the HSC scholarship & Charitable Account.

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6. Any student planning delayed school enrollment should notify the HSC Scholarship Chairperson immediately. All scholarship funds must be dispersed by **October 1, 2019**. Money not deposited with the student's school of choice by that date would revert to the HSC Scholarship & Charitable Account.
7. Scholarship money reverting to the HSC for any reason will be returned to the HSC Scholarship & Charitable Account.
8. Applicants may apply for only one HSC scholarship at a time.

SELECTION AND AWARD NOTIFICATION

A panel of independent judges from the local community selects the scholarship recipients. The judges are not affiliated with the HSC and do not have access to applicant identification until after recipients are selected. You will be contacted by **April 12, 2019** if you have been selected for a scholarship. An awards reception will be held in your honor in early May. Further details will be sent via email. Awards are granted without regard to the Hurlburt Field member's rank or applicant's race, gender, ethnicity, religion, or disability.

Please keep this sheet for your records

APPLICATION MATERIALS: This application is valid only when all of the pages listed below are completed:

- Part I: Personal Data & Statement of Understanding
- Part Ia: Proof of Eligibility
 - **Active Duty Sponsor?** A copy of **orders** OR the **Verification of Eligibility Form** (see pg. 6 in this packet)
 - **Sponsor on a Remote Tour?** A copy of **orders**.
 - **Retired or Deceased Sponsor?** A copy of **DD form 214**.
- PLEASE **HIGHLIGHT** THE BLOCK THAT INDICATES SPONSOR RETIRED FROM HURLBURT
- Part II: Achievements, Awards, Community Service, Work Experience
- Part IIa: Transcript (unofficial) – request university registrar to send via email (PDF copy) or mail to the addresses below
- Part III: Essay

DEADLINES/CONFIRMATION OF RECEIPT

The application and all appropriate paperwork via email by **11:59 p.m. CST on Friday, March 15, 2019**.

Incomplete or late application materials will not be considered.

An email will be sent verifying receipt of your application. If you have submitted your application but not received verification by March 22, 2019, contact the Scholarship Chairperson immediately.

All materials submitted with the application become the property of the Scholarship Committee. Documents will not be released to applicants, nor will they be forwarded to other institutions or agencies. After selection, the application materials will be destroyed to ensure privacy is maintained.

Point of Contact: **Stacy Buckley, HSC Scholarships**
PO Box 631
Mary Esther, FL 32569
HSCScholarships@gmail.com

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FREQUENTLY ASKED QUESTIONS

- 1. Is this scholarship only for officers' dependents?**
No, it is open to dependents of all ranks in the USAF.
- 2. Do you have to live in the Hurlburt Field area to apply?**
Not necessarily; the active duty sponsor must be assigned to perform active duty at Hurlburt Field AFB.
- 3. My spouse is in the Army, Navy, Marines or Coast Guard. Am I eligible to apply?**
No, this scholarship is only open to spouses of US Air Force personnel assigned to Hurlburt Field.
- 4. My spouse works as a civilian on an Air Force Base. Can I apply?**
No, you are not a USAF dependent.
- 5. My spouse served in the USAF for 7 years and got out. Am I eligible?**
No. Your spouse is a proud USAF veteran, but you are no longer considered a dependent.
- 6. If I've previously won for another spouse club (eg: Eglin SC, AFOSC Washington DC) can I apply and win for Hurlburt SC?**
Yes, you can, but not in the same year.
- 7. If I've previously won a scholarship from Hurlburt SC can I apply again in a different category?**
No. Once you've won one of our scholarships, you cannot win again.
- 8. Can I apply for several different spouse club scholarships in the same year?**
Absolutely. Although our rules state that you may only win one spouse club scholarship. If you win for two clubs in the same year, you'll have to accept one and decline the other.
- 9. Can the check be written out to any other person/agency/landlord?**
No, the check will only be written to the University.
- 10. Will you let me know if my application arrives?**
Yes. You will be contacted via email within a reasonable time frame once your application has been received.
- 11. How do you notify the applicants?**
Recipients will also be notified by email in mid-April.
- 12. We are a dual active duty family. Can my spouse apply?**
No, only non-military spouses may apply.

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Part I: GENERAL INFORMATION

Please type or print clearly.

Name:	Date of Birth:
Mailing Address:	City, Zip Code:
Phone:	Email address:
Sponsor's Name:	Sponsor's DOD ID#:
Sponsor's Status (active, retired, deceased):	(If active duty) Sponsor's Base/Squadron & Work Phone:
Is applicant a dependent of a current HSC member? If 'yes', name of HSC member:	(If retired) Sponsor's last assignment:

STATEMENT OF UNDERSTANDING

Should I accept an Hurlburt Spouses' Club (HSC) Scholarship Award, I understand and agree to the following conditions:

1. Scholarship funds are to be used within the 2019-2020 academic year for undergraduate or graduate studies. Funds shall be applied to tuition and/or associated university costs administered by an accredited college or university. These costs may include books, fees, room or board but may not be used for past or current penalties or disenrollment fees.
2. I will have until **June 1, 2019** to email the scholarship chairperson of my acceptance of the award. In failing to do so, I will forfeit the award.
3. I will submit via email the name and address of the school I will attend for the 2019-2020 academic year with a copy of my ID card (with ID number) and class schedule to the scholarship chairperson **NLT October 1, 2019**.
4. After receiving the notice of acceptance of award letter and the requested documents, the scholarship check, along with a cover letter with the terms of the scholarship, will be mailed directly to the college or university.
5. The scholarship award, when combined with other scholarships, must not exceed the cost of tuition, fees, books, and room and board for the academic year. Any remaining funds must be returned to the HSC Scholarship & Charity Fund as soon as possible.
6. If I receive a scholarship (including the GI Bill) which pays 100% of my tuition, books, room and board and academic fees, I will be ineligible for this HSC scholarship award. If I accept a scholarship from another military officers'/enlisted spouses' organization, I will be ineligible for this HSC scholarship award.
7. It is my responsibility to notify the HSC Scholarship Committee of any change of status (e.g., change of schools, change in address, etc.). Failure to do so may result in the forfeiture of my scholarship award.
8. Unclaimed funds as of **October 1, 2019** will revert to the HSC Scholarship & Charity Fund.
9. I agree to the use of my name and picture concerning this award in local publications (area newspapers) and their social media sites as well as HSC & Hurlburt Field publications & social media sites.
10. I understand that the HSC Scholarship Committee reserves the right to correspond with the selected school financial aid officer concerning the appropriate use of this award. Should questions or concerns arise, the Scholarship Committee reserves the right to withdraw unused funds until my standing is clarified to their satisfaction.
11. I agree that my signature on this form will authorize the HSC Scholarship Chair to release this application, including GPA, reference letters, essays and transcript(s) to the Scholarship Committee, as needed.

I certify that all information in this application is accurate to the best of my knowledge, and the essay is entirely my own effort.

Applicant's Signature:	Date:
Sponsor's Signature (if available):	Date:

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Part Ia: MEMORANDUM FOR RECORD
Complete in lieu of submitting military orders

TO: Scholarship Chair, Hurlburt Spouses' Club

SUBJECT: Verification of Eligibility for HSC Scholarship in lieu of DD Form 214 or Military Orders

Applicant, please fill out the portion below prior to submitting it for signature.

<i>Applicant Name:</i>	<i>Applicant's DOB:</i>
<i>Sponsor's Name:</i>	<i>Sponsor's Squadron/Unit:</i>

This memorandum is to verify that the individual applying for the Hurlburt Spouses' Club *Spouse Scholarship* meets the two (2) criteria as listed below:

1. The applicant is be a dependent of a **Hurlburt Field military member**. This includes:
 - a. Active duty personnel stationed at Hurlburt Field
 - b. Retired military personnel*
 - c. Deceased military personnel*
 - d. A military member currently on an unaccompanied (remote) tour from Hurlburt Field*
 - e. A military member stationed at Hurlburt Field, but the applicant resides elsewhere

*If retired, deceased, or remote/unaccompanied, please note the location of the member's last duty station: _____

2. The applicant must have a valid military identification card.

Signature of Sponsor's Supervisor: _____

Printed Name of Supervisor: _____

Supervisor's Squadron/Unit: _____

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Name:

Part II: EDUCATION, EMPLOYMENT, COMMUNITY SERVICE, AWARDS

EDUCATIONAL DATA			
Colleges and high school attended (Name, City, State)	GPA	Dates Attended From Mo/Yr - To Mo/Yr	

EMPLOYMENT DATA (During College) List most recent employment first. Include employment hours through 31Jan 2018.			
Job Description (Include Name, City, State as applicable)	Estimated Total Hours	Dates employed From Mo/Yr – To Mo/Yr	
Eg: Pizza Hut Store #125, Hostess/Wait staff, John Smith MGR, Alexandria, VA Babysitting self employed, Brown, White and Thomas families, Springfield, VA	200 150	6/2014 Sept/2013	Present Present

COMMUNITY/VOLUNTEER SERVICE/CLUBS List volunteer work with service, religious, and other community organizations and non-school athletics, clubs or activities. Verification of service may be required. List most recent service first. Please state position C -Captain CC - Co-Captain VP -Vice-President S -Secretary P -President T -Treasurer M -Member O -Other				
Organization (Name, City, State)	Position/Title/Description	Estimated Total Hours	Dates volunteered From Mo/Yr – To Mo/Yr	
EG: Habitat for Humanity, Sam Smith, Norman, OK Mission trip, UMUC Alexandria, VA Mike Brown Red Cross, OU Medical Center, Lisa Hoover	Built 10 homes Built water wells Haiti Blood Drive	200 80 15	June 2015 June 2015 Sept 2015	August 2016 June 2015 Sept 2015
		TOTAL HOURS:		

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AWARDS/HONORS. Begin with the most recent.				
College Award/Honor and Organization	Description of Award/Honor	Fall Semester	Spring Semester	Year (s)
<i>e.g., Dean's List Outstanding Freshman Homecoming Queen Candidate</i>	<i>Min GPA 3.5 required Min GPA 4.0 required Nominated by BSU</i>	<i>GPA 3.9 GPA 4.0 Yes</i>	<i>GPA 3.9 GPA 4.0</i>	<i>Fresh, Soph Fresh Soph</i>

Part IIa: TRANSCRIPTS

*Request one (official) copy of your most recent transcript from your school/university registrar to be received no later than **Friday, March 15, 2019** at 11:59 p.m. CST. Please include **Fall 2018 semester grades.***

- Via email (as a PDF from the school or university's Registrar's Office): **HSCscholarships@gmail.com**
- Via mail (postmarked *on* or *before* **March 12, 2019**):
Stacy Buckley, HSC Scholarships
PO Box 631
Mary Esther, FL 32569

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Part III: ESSAY

*Please respond to the following prompt in an essay no longer than 500 words (typed).
Your essay will be evaluated on clarity and organization of ideas, originality and creativity of content, and usage of
standard English grammar and mechanics.*

What motivates you to pursue your program of study?