

**SEABEE MEMORIAL SCHOLARSHIP ASSOCIATION
2017 SCHOLARSHIP INFORMATION AND APPLICATION INSTRUCTIONS**

Eligibility: Children and grandchildren of a Seabee sponsor qualify for a SMSA scholarship. Seabees are enlisted personnel with a Seabee rating, CEC officers, or others who have served or are serving in a Naval Construction Force (Seabee) unit. This includes members of other service branches assigned to a Seabee unit. Seabees can be active, reserve, retired, or honorably discharged. Scholarships are for four year bachelor degrees or two year associate degrees and are not available for part-time, graduate study or great grandchildren. Eligible upper class students (entering sophomore, junior, or senior year) may apply as an alternate for a limited number of scholarships vacated by the original recipient.

Selection/Award: The basis of award is financial need, scholastic record, leadership, good citizenship and character. Selections are made by the SMSA Scholarship Selection Committee made up of a mix of Active, Reserve, and Retired CEC officers and Seabees along with representatives from the Seabee Veterans of America and the DC area CEC Officers Spouses Club. The annual grant is renewable for up to four years provided the recipient meets all yearly requirements.

Application Instructions:

- Part II: Attach a copy of one official document (e.g. DD 214, discharge or reenlistment certificate, transfer orders, awards, etc.) that verifies the sponsor's eligibility as a Seabee, CEC officer, or service with a Seabee unit. Submit no more than two pages of sponsor's proof of eligibility.
- Part III: Both the applicant and a supporting parent, step-parent or guardian need to sign and date the application. Use a separate sheet of paper to describe any household disabilities or hardships. Submit a Free Application for Federal Student Aid (FAFSA) application and an offer of financial assistance from the college you plan to attend (if available) and IRS Form 1040 page 1 and 2 only for the head of household from the preceding year.
- Part IV: Completely list Extracurricular Activities and Awards (both school and community).
- Part VI: For all jobs held to date, list the employer, dates employed, and a description of responsibilities.
- For high school applicants, have your school complete the transcript request form (page 3), attach a transcript, and mail to SMSA.
- For applicants currently in college, mail a copy of your official college transcript along with page 1 and 2 of the application to SMSA.
- Please black out any Personally Identifiable Information (e.g. Social Security Numbers) from all supporting documents submitted.

NOTE: FAILURE TO SUBMIT ESSAY IN PART VII, A SIGNED IRS FORM 1040, OR TRANSCRIPT WILL RESULT IN AUTOMATIC DISQUALIFICATION. APPLICATIONS SHALL BE CLEARLY AND NEATLY COMPLETED.

Deadline/Questions: Applications and transcripts must be postmarked by April 15, 2017 and mailed to: SMSA, PO Box 6574, Silver Spring, MD 20916. All applicants will receive notification of application receipt, and subsequent results by May 30, 2017. If you have any questions, please call the SMSA Administrative Assistant, Sheryl Chiogioji at (301) 570-2850 or e-mail at smsa@seabee.org. Visit www.seabee.org for more information.

PART I APPLICANT INFORMATION

1. Applicant Name (*Last, First, Middle*)

2. Applicant Permanent Address/City/State/Zip

3. Phone Number

4. Sex
F / M

5. Email Address

6. Applicant's Academic

I am expecting to attend college full-time in the fall semester working toward a

Four-Year Degree

or

Two-Year Degree

as a:

Freshman

Junior

Sophomore

Senior

7. Are you a first generation college student (neither parent graduated from a 4-year college)? Yes No

PART II SPONSOR INFORMATION

Attach a copy of an official document verifying the sponsor's service as a CEC officer, Seabee, or as a member of a Seabee unit.

1. Sponsor Name and Address

2. Relationship to Applicant

3. Last Rate/Rank/Grade Held

4. Date of Discharge/Retirement

5. Name and Location of Current or Last Known Seabee duty assignment

6. Sponsor information

L = Living

D = Deceased

8. Sponsor's Officer/Enlisted Status

E = Enlisted

O = Officer

7. Sponsor's Military Status (current or, if applicable, at time of retirement or death)

A = Active Duty

S = Selected Reserve

H = Honorably Discharged

R = Retired

O = Other: please explain _____

PART III FINANCIAL INFORMATION

Submit IRS Form 1040 pages 1 & 2 only (mandatory). Submit FAFSA and all college offers of financial assistance (if available).

1. Name of Head of Household and Address			2. Relationship to Applicant		
3. Occupation		4. Single parent? Yes/No	5. # of dependent		6. # of children in college this fall
7. Type of Aid	8. Description of Aid (Name and Value)				9. Total Annual Value
Grants					
Scholarships					
GI Bill					
Other (Do not include loans)					
10. Total Aid for upcoming school year					

11. I certify the application information is correct to the best of my knowledge, is voluntarily disclosed, and I acknowledge the SMSA privacy statement found at www.seabee.org.

_____ Applicant's Signature and Date

_____ Parent/Guardian Signature and Date

PART IV EXTRACURRICULAR ACTIVITIES AND AWARDS

(Use separate sheet of paper to document and demonstrate leadership, good citizenship and character)

PART V EDUCATIONAL INFORMATION

1. Name, city and state of high school(s)	2. Date(s) of attendance	3. Graduation date
4. Name, city and state of college(s) attended	5. Date(s) of attendance	6. Graduation date
7. Name, city and state of college(s) to which you have applied	8. Provide estimated annual cost of attendance including tuition, books, room & board (\$)	9. Accepted (yes/no)

10. College most likely to attend and intended major?

PART VI WORK EXPERIENCE

(Use separate sheet of paper to provide information)

PART VII CAREER OBJECTIVES

Provide a well-written one page essay with clear and complete information on your future objectives and personal goals. Describe how the Seabee Memorial Scholarship Association's assistance will help you accomplish your objectives and goals. The essay should discuss the Seabee sponsor's role in the applicant's career objectives. Applicants planning to attend community college for two years and then complete university/college degree elsewhere shall explain this in the essay.

HIGH SCHOOL TRANSCRIPT REQUEST

PRIVACY STATEMENT

The purpose of the request is to obtain information about academic performance of the applicant and will be used by the Seabee Memorial Scholarship Association (SMSA) to evaluate the applicant's academic achievement. The applicant must authorize release of transcript data; failure to do so may result in delay, improper processing or disqualify the applicant from participation in the SMSA Scholarship Program. The SMSA privacy statement can be found at www.seabee.org.

The below named high school student, and/or the student's parent/guardian, has given permission to release an official transcript to the Seabee Memorial Scholarship Association.

(Signature of student)

INSTRUCTIONS

High school officials are requested to complete this form, attach a copy of the student's official transcript, including grades achieved, and forward to the Seabee Memorial Scholarship Association. Transcripts must be postmarked by April 15, 2017 and mailed under separate cover or with the student's application.

Mail to: Seabee Memorial Scholarship Association
P.O. Box 6574
Silver Spring, Maryland 20916

Provide the following information even if given on transcript

1. Student's name (<i>Last, First, Middle</i>)					
2. Student's address					
3. Name and address of high school					
4. Student's dates of attendance					
FROM:			TO:		
5. Cumulative GPA		6. Cumulative Weighted GPA		7. GPA Scale	
8. SAT Reading	9. SAT Math	10. SAT Writing	11. SAT Total	12. SAT Test Type Old New	13. ACT Composite
14. High School Class Size			15. High School Class Rank		
<i>(These must be completed and may be based on the most recent information available if final results are not completed. If ranks are not used percentages must be estimated.)</i>					
16. Remarks are requested to assist in scholarship selection. (Use a separate sheet as needed.)					
17. Name of School Official				18. Title	
19. Signature of School Official				20. Date	

OFFICIAL COPY OF TRANSCRIPT MUST BE ATTACHED