

# **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<sup>1, 2</sup> (see details below)**
- ☒ **Seeking an associate, undergraduate or graduate degree**
- ☒ **Will attend an accredited college or university full- or part-time in the Fall of 2017**

**Deadline: Monday, March 20th 2017**

### **Additional Information**

#### **ELIGIBILITY DETAILS**

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
2. The applicant must have a valid military identification card and be enrolled in DEERS.

#### **RESTRICTIONS**

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. Students accepting other military spouses club scholarships are ineligible to receive this award.
3. It is the applicant's responsibility to let the HSC know if he/she becomes ineligible for this scholarship
4. 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.
5. 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.
6. 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.
7. Any student planning delayed school enrollment should notify the HSC Scholarship Chairperson immediately. All scholarship funds must be dispersed by **October 1, 2017**. Money not deposited with the student's school of choice by that date would revert to the HSC Scholarship & Charitable Account.
8. Scholarship money reverting to the HSC for any reason will be returned to the HSC Scholarship & Charitable Account.
9. Applicants may apply for only one HSC scholarship at a time.

# HURLBURT SPOUSES' CLUB

## SPOUSE SCHOLARSHIP APPLICATION

### 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 10, 2017 if you have been selected for the award. An awards reception will be held in your honor in early May. Further details will be sent via US mail and/or email.

**APPLICATION MATERIALS:** Please complete and submit the following items. Include your name on all documents.

Part I: General Information

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

Part IV: Eligibility Documents

- **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

### DEADLINES/CONFIRMATION OF RECEIPT

The application and all appropriate paperwork must be submitted one of two ways:

- Via U.S. Mail: postmarked **on** or **before March 13, 2017**
- Via email (PDF) by **11:59 p.m. CST on Monday, March 20, 2017**.

***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 24, 2017, 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:** **Lorina Schrauger, HSC Scholarships**  
**PO Box 9218**  
**Hurlburt Field, FL 32544**  
**HSCScholarships@gmail.com**

**HURLBURT SPOUSES' CLUB**  
**SPOUSE SCHOLARSHIP APPLICATION**

**Part I: GENERAL INFORMATION**

*Please type or print clearly.*

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

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Sponsor's Name and Grade: \_\_\_\_\_

Sponsor's DOD ID#: \_\_\_\_\_

Sponsor's Status (circle one):      ADAF                      Retired AF                      Deceased AF

Sponsor's Base/Organization (if active duty): \_\_\_\_\_

Sponsor's Work Phone: \_\_\_\_\_

Organization (Date and last assignment if retired): \_\_\_\_\_

Are you a current HSC member (circle one)?      YES              NO

**STATEMENT OF UNDERSTANDING**

*Please read carefully and sign.*

I, \_\_\_\_\_, in applying for and/or accepting this scholarship, do understand and agree to the following conditions:

1. Should I receive and accept a full tuition scholarship or any scholarship from any other military spouses club, I will be ineligible to receive this scholarship. If a full scholarship or appointment is received after a portion of the HSC scholarship has been used, all remaining funds will be returned to the HSC Charity Fund. I will notify the HSC Scholarship Chairperson immediately if, at any time, I become ineligible for this scholarship.
2. If selected as a winner, I understand I will not receive the actual scholarship until I have been accepted at an accredited school and have provided the HSC Scholarship Chairperson verification of enrollment from my school.
3. If selected as a winner, all scholarship funds must be used by **March 1, 2017**. The scholarship will be used for payment of tuition and expenses paid through the registrar's office.
4. Should I transfer to another school before using all funds, such funds as remain may be transferred to the new school of my choice. Should I cease to attend the school of my choice and fail to immediately transfer to another school, any money remaining in this fund shall be returned to the HSC Charity Fund.
5. I agree to the use of my name and picture concerning this award in local publications (area newspapers) and their websites as well as HSC & Hurlburt Field publications & websites.
6. 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.
7. I certify that the information contained in this application is complete and accurate to the best of my knowledge.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

# HURLBURT SPOUSES' CLUB

## SPOUSE SCHOLARSHIP APPLICATION

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

### ***Part II: EDUCATION, HONORS, COMMUNITY SERVICE, WORK EXPERIENCE***

*Attach additional sheets, if needed. Print clearly or type.*

#### **COLLEGE(S) (Previously, Currently, and/or Will Be Attending)**

<b>Name of Institution</b>	<b>Location</b>	<b>Dates of Attendance &amp; Cumulative GPA (if previously attended)</b>

#### **ACADEMIC HONORS, HONOR SOCIETIES, AWARDS**

<b>Honor/Award</b>	<b>Granting Agency/Location</b>	<b>Applicable Dates</b>

#### **EXTRACURRICULAR ACTIVITIES (Clubs, Band, Sports)**

<b>Name of Institution</b>	<b>Location</b>	<b>Dates of Attendance &amp; Cumulative GPA (if previously attended)</b>

#### **VOLUNTEER EXPERIENCE**

<b>Activity/Organization</b>	<b>Office(s) Held (if applicable)/Awards</b>	<b>Dates of Involvement/Hours Logged</b>

#### **WORK EXPERIENCE**

**(Resume or CV can be submitted in lieu of writing information in the section)**

<b>Job Title &amp; Employer</b>	<b>Primary Duties</b>	<b>Dates of Employment</b>

### ***Part IIa: TRANSCRIPTS***

*Request one (unofficial) copy of your most recent transcript from your school/university registrar to be received no later than*  
**Monday, March 20, 2017 at 11:59 p.m. CST**

- Via email (as a PDF from the school or university's Registrar's Office): **HSCscholarships@gmail.com**
- Via mail (postmarked *on* or *before* **March 13, 2017**):  
**Lorina Schrauger, HSC Scholarships**  
**PO Box 9218**  
**Hurlburt Field, FL 32544**

**HURLBURT SPOUSES' CLUB**  
***SPOUSE SCHOLARSHIP APPLICATION***

***Part III: ESSAY***

*Please respond to the following prompt in an essay no longer than 500 words (typed).*

**What is your motivation for pursuing this degree and what are your plans after completion?**

**HURLBURT SPOUSES' CLUB**  
**SPOUSE SCHOLARSHIP APPLICATION**

***Part IV: 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.*

**Applicant Information:**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Sponsor's Name: \_\_\_\_\_ Rank/Grade: \_\_\_\_\_

Sponsor's Duty Base: \_\_\_\_\_ Sponsor's Squadron/Unit: \_\_\_\_\_

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\*
  - f. 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: \_\_\_\_\_

***Please return this signed memo to applicant for submission.***