



# Kimberly Biggs-Keil Memorial Scholarship

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## **Introduction**

This scholarship opportunity bears the name of Kimberly Biggs-Keil, a respected educator, community activist, and one of the founding members of the Bear Creek Community Charter School. Following Kim's untimely passing in 2010, Kim's family and friends created a scholarship fund in her memory.

## **Eligibility**

Students who graduated Bear Creek Community Charter School in eighth grade and attended the school for at least one full academic year are eligible to compete for an annual scholarship award. This is a one-time, non-renewable scholarship. Each applicant must be a graduating high school senior to apply.

Once a scholarship is awarded, the recipient must register for college within one year of graduation from high school or the scholarship will be forfeited. The scholarship recipient must be registered as a full time college student with a course load of at least twelve (12) credits. The name of the college the applicant plans on attending must be included on the scholarship application. If the college the applicant plans on attending changes after submission of the application, the applicant must notify the Bear Creek Foundation of the change.

## **Scholarship Funds**

The scholarship committee will designate the amount of the scholarship award on an annual basis. For high school seniors graduating in 2019, the committee intends to award one scholarship of \$1,000.00. All scholarship awards are at the discretion of the scholarship committee. The scholarship committee reserves the right to not award a scholarship during any given year.

The scholarship check will be provided to the student, but will be written in the name of both the recipient and the college. The scholarship funds are to be used for tuition, books and college fees.

Applicants may not be in receipt of any "full scholarships" in order to qualify for this scholarship opportunity (i.e. athletics, military, academic, etc.).

### **Scholarship Application**

Applicants should complete the scholarship application in its entirety and verify they answer all questions and not leave any blank spaces. When the application is complete, it should be proofread for grammar and spelling errors. Typed applications are encouraged.

### **Report Card**

A copy of the applicant's most recent report card, which clearly indicates cumulative grade point average, must be provided with the application. If a report card is not included, the application will not be considered complete and it will be rejected.

### **Essay**

All applications should include a typed essay completed by the applicant answering one of the following four questions (applicant selects one):

1. How would you be the change you want to see in this world?
2. How have you influenced the local community and how has the local community influenced you?
3. Explain how you would use your college education to the benefit of the greater community?
4. How have you impacted your high school peer group as it relates to embracing, supporting and respecting people who are different?

All essays must be typed using 12 point Arial font with one inch (1") margins, double-spaced and no more than three 8 ½" x 11" pages in length. Please include your full name at the top of the first page of your essay. When your essay is complete, it should be proofread for grammar and spelling errors.

### **Letter of Recommendation**

One letter of recommendation must be submitted with the scholarship application. The letter should be provided by someone who is intimate with the applicant's community service related activities and their involvement in the community. The letter of recommendation should not be provided by someone who is a member of the applicant's family. The recommendation should be provided in a sealed envelope. Sealed envelopes should not be opened by the applicant.

The person providing the recommendation should be provided adequate time to respond. The application deadline should be clearly communicated to the person providing the recommendation when the request is made. The applicant should provide an envelope addressed to the Bear Creek Foundation. It is the applicant's responsibility to retrieve the letter of recommendation and to ensure it is turned in with the application.

### **Submission of Completed Application**

Gather and organize all the required documents:

- Completed scholarship application
- Type-written essay
- Copy of applicant's most recent report card
- Letter of recommendation

An application will not be considered if it is not complete. Applicants are urged to proof the scholarship application and supporting materials for spelling and grammatical errors prior to submission. It is also a good idea for the applicant to keep a photocopy of the completed application for their own records.

All items must be submitted at one time, as a packet to:

Kimberly Biggs-Keil Memorial Scholarship  
Bear Creek Foundation  
47 Charter School Way  
Bear Creek Township, PA 18702

**All completed scholarship applications must be post marked by Thursday, March 15, 2019.  
No applications, supporting material, or re-submissions will be accepted after this date.**

If you have a question relating to the scholarship or application process, please contact Jim Smith by e-mail at [jim.smith@bearcreekschool.com](mailto:jim.smith@bearcreekschool.com) or by telephone at (570) 820-4070, extension 6204.



## **NOTICE**

It is the policy and practice of the Kimberly Biggs-Keil Memorial Scholarship Committee and the Bear Creek Foundation to treat all candidates for scholarships with dignity and respect and to provide equal opportunity to all persons without regard to color, race, religion, sex, national origin, citizenship, age, disability, marital status, pregnancy, sexual orientation, military status or any other category protected by law. In addition, the Committee/Foundation prohibits retaliation against any individual who reports discrimination or who participates in any investigation of such reports. This policy covers all scholarship award actions, including distribution of applications, selection process and continuance of scholarship funding.



## 2019 KIMBERLY BIGGS-KEIL MEMORIAL SCHOLARSHIP APPLICATION

PERSONAL INFORMATION				
Last Name, First Name, Middle Initial				Date
Home Street Address			City, State, Zip Code	
Home Phone		E-mail Address		
EDUCATION				
Name of High School			Street Address, City, State and Zip Code	
Name of Guidance Counselor			Telephone Number	
Current Cumulative G.P.A.	Years Attended Bear Creek Community Charter School		College or University You Plan to Attend in Fall 2019	
	To			
Address of College/University Street, City, State and Zip Code			Were You Officially Accepted?	Major Field of Study
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
What do you plan to do following college?				
EMPLOYMENT				
Employer's Name	Telephone	Contact Person	Start Date	End Date
Job Responsibilities:				
Employer's Name	Telephone	Contact Person	Start Date	End Date
Job Responsibilities:				

**Applications must be postmarked by Thursday, March 15, 2019**

**SCHOOL ACTIVITIES**

Activity	Participation Period		School Contact	Telephone Number
		to		

Description of Activity:

Activity	Participation Period		School Contact	Telephone Number
		to		

Description of Activity:

**COMMUNITY SERVICE ACTIVITIES**

Organization	Participation Period		Organization Contact	Telephone Number
		to		

Description of Activity:

Estimated Number of Hours Applicant Participated in this Community Service Activity:

Organization	Participation Period		Organization Contact	Telephone Number
		to		

Description of Activity:

Estimated Number of Hours Applicant Participated in this Community Service Activity:

Organization	Participation Period		Organization Contact	Telephone Number
		to		

Description of Activity:

Estimated Number of Hours Applicant Participated in this Community Service Activity:

**SIGNATURE & AUTHORIZATION**

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

By signing this application I hereby certify that all information provided in this application is true. I understand my responsibilities in relation to this scholarship and agree to fulfill the terms of this scholarship if selected to receive an award. I grant permission for the information contained herein to be shared with the scholarship committee, scholarship donors, and others. I further understand that the application must be completed in its entirety and submitted along with all required documentation with a postmark no later than March 15, 2019. The scholarship committee reserves the right to not award a scholarship during any given year.