

## INSTRUCTIONS TO SCHOLARSHIP APPLICANT

To be eligible to apply, the applicant must be a member in good standing of a Bethel in Colorado for at least two years prior to the date of her application. Daughters up to age 25 may apply, given they have been active in a Bethel in the past 2 years. (This includes attendance and does not necessarily mean a council position).

- An applicant is not eligible for a scholarship if she receives an award or scholarship of ten thousand dollars (\$10,000.00) or more from one source.

### Your application for scholarship must include:

- Application form COMPLETELY filled out using black ink (you may use the fillable form and type the application,) signed and a photograph of the applicant included.
- An OFFICIAL transcript of grades of the applicant. High school graduates must send grades from all completed work through the last semester
- Applications must be accompanied by recommendations from at least three of the five (5) Executive members of the Bethel Guardian Council, a letter from a teacher or administrator of a school attended on school letterhead and at least one other character reference- ( i.e. minister, employer or friend of the family, etc.)
  - Letters must be signed by the originator or will not be considered. Persons other than the applicant must fill out and sign the requested documents 5 through 8 on the Application Checklist. The applicant is responsible for having documents mailed to the Grand Secretary or enclosing them with the application that she mails. IT IS IMPERATIVE THAT THE APPLICANT FOLLOW THROUGH ON THE ABOVE TO MAKE SURE ALL DOCUMENTS ARE ENCLOSED AND MAILED ON TIME.
- All documents of applicants for scholarship (including the application) are to be received by the Grand Secretary no later than **March 15th** of that year.
- All material will become the property of the Board of Educational Trustees and will not be returned. The decision of the Board Committee is final.
- Notification of award will be sent to the winners by May 1st of that year.
  
- A Job's Daughter is eligible to receive only one scholarship a year from the Grand Guardian Council.
  
- The Board of Educational Trustees evaluates and judges all applications as follows:
  - a. Job's Daughters Activities Maximum 500 points
  - b. Scholastic Record Maximum 250 points
  - c. Church, clubs, civic achievements, work, etc. Maximum 150 points
  - d. In addition to the above point ratings, consideration shall be given to the need of the applicant Maximum 100 points
- **NOTE:** We suggest you supply persons making recommendations with a stamped, addressed envelope to assist them in meeting the time requirements, addressed to:

**Mrs. Kim Fairchild, Grand Secretary**

**3132 Rock Creek Drive**

**Broomfield, CO 80020**

**SCHOLARSHIP APPLICATION CHECK-LIST**

**DEADLINE: MARCH 15TH**

1. Application **completely filled** out (all questions and blanks). \_\_\_\_\_
2. BE SURE to include your essay WHY this scholarship is important to YOU! \_\_\_\_\_
3. Application signed. \_\_\_\_\_
4. Photograph included with application (Name on back). \_\_\_\_\_
5. **Official Transcript** of grades of applicant from all completed work through last semester. \_\_\_\_\_
6. Recommendations from at least three (3) of the five (5) Executive Members of the Bethel Guardian Council. (No form or copied letters permitted) \_\_\_\_\_
7. Recommendation from a teacher or administrator of school attended on school letterhead and signed. \_\_\_\_\_
8. One character reference from a minister, employer or friend of the family. \_\_\_\_\_

\*All letters must be signed by the originator, or they will not be considered.

**NOTE:** Persons other than the applicant must fill out the above documents, namely numbers 5 through 8.

The applicant is responsible for having all documents completed and enclosed with the application.

**It is imperative that the applicant follow through on the above to make sure all documents are enclosed in her packet or mailed to the Grand Secretary on time (MARCH 15, 2023). NO EXCEPTIONS!!**

**MAIL TO:** Mrs. Kim Fairchild, Grand Secretary  
3132 Rock Creek Drive  
Broomfield, CO 80020

Email: [cojdigs@gmail.com](mailto:cojdigs@gmail.com)

**If you have any questions, please feel free to email the grand secretary or call any member of the educational board of trustees:**

Pam Bottolfson, Board of Educational Trustees Chair	<a href="mailto:Pamela.Bottolfson@comcast.net">Pamela.Bottolfson@comcast.net</a> 303-641-8778
Elaine Rezek, Board of Educational Trustees	303-594-3001
Stefanie McDaniel, Board of Educational Trustees, PGG	970-222-7159
Kim Fairchild, Grand Secretary, PGG	<a href="mailto:cojdigs@gmail.com">cojdigs@gmail.com</a> 720-271-7237