

# **AMERICAN BAPTIST WOMEN'S MINISTRIES OF NEW YORK STATE INSTRUCTIONS FOR APPLICATION FOR SCHOLARSHIP**

PLEASE NOTE THAT THESE ARE REVISED GUIDELINES AND INSTRUCTIONS!!  
Even if you have applied in the past you are required to adhere to the new requirements.

**THE COMPLETED APPLICATION DOCUMENTS AND RECOMMENDATIONS MUST BE  
POSTMARKED BY MARCH 1<sup>st</sup>.**

**APPLICANTS WILL NOT BE CONSIDERED AFTER THAT DATE!**

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED!**

## **BACKGROUND STATEMENT**

Financial need is the difference between what it costs to go to college and what the student and their family can afford to pay. When determining the costs for college, include the following areas: tuition and fees, books, room, meal costs and commuting. All estimated expenses should be kept to the minimum.

The family/student contribution is computed by considering their annual net income, Financial Aid Resources and costs for one year at college. It is expected that the student will also have some earnings and/or savings to contribute toward her education.

The American Baptist Women's Ministries of NYS offers scholarship aid to assist women in obtaining further education. We also endeavor to encourage continuing relationships through prayer, correspondence and "care boxes" from area Associations.

Our prayerful goal is to help educate the American Baptist Women of tomorrow. We sincerely hope that the Scholarship Fund of ABW Ministries of NYS will benefit in the future from donations made-by these fine Christian women.

## **QUALIFICATIONS FOR APPLICANT**

1. The Applicant must be an active member of an American Baptist Church presently residing in the area covered by American Baptist Women's Ministries of New York State. While at college this relationship should be maintained.
2. While at college the recipient is required to maintain Christian fellowship. It is preferable to be involved in an American Baptist Church, but any Protestant church or campus ministry is acceptable.
3. Applicants will be required to submit a copy of the parents' and student's **current** (i.e. If applying in 2012, we need a 2011 income tax return) US Income tax return (IRS Form 1040, 1040A or 1040EZ **do not include accompanying schedules and forms**) In addition to the Income tax return, we are also requesting copies of all current W-2's and other sources of income. This includes, but is not limited to 1099-MISC (self-employment), AND 1099-R (Retirement/pension). Social Security and account numbers may be blocked out. The President will appoint the person to prepare the required financial analysis.

4. Documentation of other income (SSI, Social Security, Worker's Compensation, Unemployment Benefits, etc.) must be provided.

5. The applicant must intend to enroll at college as a regular full-time student. Graduate students will be considered on an individual basis.

**INCLUDED WITH THE SCHOLARSHIP APPLICATION FORM YOU MUST SUBMIT THE FOLLOWING:**

1. An essay of at least 100 words of your Statement of Faith and how it affects the way you live.

2. A copy of the parents' and student's **current** (i.e. If applying in 2012, we need a 2011 income tax return) US Income tax return (IRS Form 1040, 1040A or 1040EZ **do not include accompanying schedules and forms**). In addition to the Income tax return, we are also requesting copies of all current W-2's and other sources of income. This includes, but is not limited to 1099-MISC (self-employment), AND 1099-R (Retirement/pension). Social Security and account numbers may be blocked out. Also include documentation of other income (SSI, Social Security, Worker's Compensation, and Unemployment Benefits)

3. Three letters of recommendation from the people listed on your application. Please provide a stamped envelope for these people. For their convenience, put your name and address on the envelope you provide. I would recommend that you have your references mailed to you so you can send the packet in completed. If they are uncomfortable with that have them seal the envelope and sign across the flap to ensure that it is tamper evident.

4. For new applicants, a recent photo (wallet size, preferable, no larger than 4 x6) is appreciated, but not required. We use these in publicity of the scholarship recipients.

**REMINDER: ALL AREAS OF THE APPLICATION FOR SCHOLARSHIP MUST BE COMPLETED.**

**THE APPLICATION DOCUMENTS AND RECOMMENDATIONS MUST BE POSTMARKED BY MARCH 1st.**

**APPLICANTS WILL NOT BE CONSIDERED AFTER THAT DATE!  
INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED!**

Please keep this page of instructions for your reference!

We would recommend you start this process as early as December to give your references ample time to write a quality recommendation. If you have any difficulties acquiring the necessary documentation, contact the scholarship committee as soon as possible for suggestions.

All applications and documents should be mailed to:

Rebecca Walters  
7 Sealy Drive  
Potsdam, NY 13676

Phone: 315-265-5309  
ontiptoe02@gmail.com