

**CAPE CORAL
MAYORS SCHOLARSHIP FUND, INC.**

**P.O. Box 151999
Cape Coral, FL 33915**



2012

**FACT SHEET
GUIDELINES & APPLICATION
PACKET**

PLEASE READ CAREFULLY!

The applicant must submit the signed application, transcript, biographical sketch, letters of recommendation, authorization and photograph **by mail postmarked no later than February 3, 2012.**

Hand-delivered applications will not be accepted.



Cape Coral Mayors Scholarship Fund, Inc.

The Cape Coral Mayors Scholarship Fund is a volunteer, non-profit group represented by a Board of Directors. It was created in September 1982 and incorporated in 1996. It was patterned after the President's Council. Its purpose is to raise funds and present scholarships to graduating seniors residing in Cape Coral and may be attending schools outside the Cape Coral area. The scholarships are based on scholastic achievement and community involvement.

How are the funds raised?

- Donations from corporate and private benefactors
- Mayors Scholarship Fund Raiser Reception
- A Night at the Theatre at the Cultural Park Theatre
- Other fund raising functions

How many scholarships are awarded?

The goal in 2012 is to award thirty (30) \$1,500 scholarships for a total of \$45,000.

Who is eligible for a scholarship?

High school graduating seniors who are legal residents of Cape Coral are eligible. Please see Guidelines for Scholarship Application on the following page.

How do I apply?

A copy of the application is available through your school guidance counselor, on our website www.capecoralmayorscholarship.com or by writing to:

Cape Coral Mayors Scholarship Fund, Inc.
P. O. Box 151999
Cape Coral, FL 33915

In addition to our community supporters, some of our annual major contributors have been...

Avalon Engineering
The Haskell Company
Cape Coral Daily Breeze
Cape Coral R/Seahawks
Balfour Beatty Construction
Olin Hill & Associates
Wright Construction Group

Balfour Beatty Construction
Zemel Family Trust
Cape Coral Elks Lodge #2596
German American Social Club
Kia of Cape Coral
Realmark Development
Wonderland Realty

BJM Consulting
Cape Coral Construction Industry Association
Cape Coral Ladies of Elks #2596
The Earle Tolles Family
FineMark Bank
Rotary Club of Cape Coral
Cultural Park Theater

Cape Coral Mayors Scholarship Fund, Inc.

Guidelines for Scholarship Applicants

Eligibility

The applicant must:

- Provide proof of Cape Coral residency.
 - Applicant's official school transcript bears an address that is within the prescribed legal geographic boundaries of the City of Cape Coral
 - or -
 - A notarized letter from their guidance counselor or principal stating the applicant is a legal Cape Coral resident and why there is a discrepancy on the transcript regarding their address.
- Be a graduating senior who has been accepted for admission to a two year or four year college or university.

An applicant is not eligible if he or she is:

- Related to any board member of the Cape Coral Mayors Scholarship Fund or the Mayor of Cape Coral.
- Notified of and accepted a full scholarship to a university or college.

Application

Applicants must submit a computer generated or typewritten application. Hand-written applications will not be accepted. An electronic copy of the application is available in your school counseling office or online at www.capecoralmayorscholarship.com.

The following items must be attached to the application:

1. Transcript
2. Biographical sketch
3. Three letters of recommendation
4. Cape Coral Daily Breeze authorization form letter
5. Student photograph and copyright release from photographer or studio if applicable

1. Transcript

Applicants must submit:

- Transcript with class ranking at the end of the junior year
- Most current SAT and/or ACT test scores

2. Biographical Sketch

Applicants must submit a computer generated or typewritten biographical essay. It must

- Be at least one page in length and not more than two pages.
- Include but is not limited to:
 - Reasons for wanting to be considered for the scholarship
 - Elaboration on academic, community and personal achievements
 - Career goals and life ambitions

3. Letters of Recommendation

Applicants must submit three computer generated or typewritten letters of recommendation.

- One letter must be from a professional educator at the student's school and describes the student's activities and leadership record while in high school.
- Two must be from an unrelated adult (non-school personnel) and describe the student's personal traits, character, and initiative.

Additional letters will be accepted from other sources by choice of the student.

4. Cape Coral Daily Breeze Authorization Form

This form authorizes the Cape Coral Daily Breeze to publish your essay and photograph in the Cape Coral Mayors Scholarship Fund Awards Banquet program. This program is distributed as follows:

- Cape Coral Breeze newspaper supplement
- Cape Coral and Fort Myers public and private schools
- Cape Coral Mayors Scholarship Fund Awards Banquet on May 9, 2012.

5. Student Photograph

Student photograph or photograph taken by a professional photographer or studio must be included with the application. **In order to keep the process free from unconscious bias, the photograph must be included in a sealed envelope with the applicant's name on the outside. The photos will only be opened after the entire process is completed.** A written copyright release from the photographer or studio must accompany the photograph. This permits the Cape Coral Daily Breeze to print the photo. The photograph will not be returned.

If you do not have a photograph and release, the Cape Coral Daily Breeze will take the photograph at no charge. Please call 574-1110 to make an appointment to have the photograph taken at their office at 2510 Del Prado Blvd S, Cape Coral. This must be done prior to February 3, 2012 and attached to your application.

Scholarship Disbursement

The Cape Coral Mayors Scholarship Fund will send the scholarship check directly to the university or college when official notification of the recipient's enrollment is received. The check will have the name of the university or college and the scholarship recipient.

Scholarship Award Disqualification

Any applicant who receives notification and accepts a full scholarship and/or full tuition from an institution of higher learning or military academy will be disqualified to receive a Cape Coral Mayors Scholarship Fund, Inc. scholarship award.

Deadlines

The complete student application (Don't forget to sign it!!!) must be submitted by **mail postmarked no later than February 3, 2012**, to:

**Cape Coral Mayors Scholarship Fund, Inc.
P.O. Box 151999
Cape Coral, Florida 33915**

Hand-delivered applications will not be accepted.

Interview

Applications will be reviewed and applicants will be selected for interviews. Interviews will be conducted during the early part of March 2012. All interviewed applicants will be advised of their status by mail / email no later than the 31st day of March 2012.

Award Banquet

Scholarship recipients along with two family members will be guests of honor at the Cape Coral Mayors Scholarship Fund Awards Banquet on May 9, 2012. A corporate sponsor will present the scholarship award.



Cape Coral Mayors Scholarship Fund, Inc.
Application

Date: _____

Phone: _____

Cell Phone: _____

Applicant Name: _____
(first) (middle) (last)

Address: _____
(number/street/city/zip)

Email Address: _____

Date of Birth: _____

Schools Attended Since Ninth Grade:

Anticipated Graduation Date: _____ Class Size: _____ Rank in Class: _____

In order of preference, name three colleges or universities for which you have formally applied for admission. Please also indicate if you have applied for and expect to receive a full scholarship from any college or university.

<u>Name</u>	<u>Location</u>	<u>Applied for Scholarship?</u>	<u>Expect to Receive Scholarship?</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

What is your intended major? _____

When do you plan to start? _____

Briefly, what are your career plans? *(Please provide greater detail in your Biographical Sketch page(s) of your application.)*

Academic Information

List any academic awards or honors you have received including year and nature of award.

1. _____
2. _____
3. _____
4. _____
5. _____

List any academic offices/positions of leadership held including organization, position, and year.

1. _____
2. _____
3. _____
4. _____
5. _____

List names of school organization in which you have been involved and held no office, i.e. band, sports, etc. including the year.

1. _____
2. _____
3. _____
4. _____
5. _____

Community/Church Activities

List your non-scholastic community activities including any offices held and the year.

1. _____
2. _____
3. _____
4. _____
5. _____

List extra-curricular, non-scholastic activities such as jobs, sports, music, etc., in which you have been involved including the year.

1. _____
2. _____
3. _____
4. _____
5. _____

Family Information

Parent/Guardian's Name: _____

Home address: _____
(if different from your home address)

Phone: _____ Place of Employment: _____

Please list your dependent brothers and sisters and/or extended family members living at your home:

Name _____ Age _____

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Financial Information (This information is for board use only)

Can your parents assist you financially in continuing your education? Yes No

How much of your college costs do you expect your parents to be able to assist? _____%

Please estimate total college expenses (per year) \$ _____

What sources of income/assistance do you anticipate you will have to cover your school/living expenses?

Parents and family _____% Scholarship/Grants _____% Savings _____%

Summer Jobs _____% Student Loans _____% Other _____%

List the scholarships which you have applied for and your % expectation of receiving each:

_____ % _____ %

Before signing, please verify your application is complete.

I, (the applicant) do hereby attest that to the best of my knowledge the above information is true and correct.

Signature of applicant

Date

Application Check List

- You are a legal resident of Cape Coral.
- You are not a relative of any Mayors Scholarship Fund board member or the Mayor of Cape Coral.
- The application is typewritten or computer generated and attached.
- The application signed and dated.
- A school transcript specifying class ranking is attached.
- SAT and/or ACT scores are attached or shown on transcript.
- Your personal biographical sketch is typewritten or computer generated and attached.
- Three typewritten or computer generated letters of recommendation are attached.
- The Cape Coral Daily Breeze Student Essay Authorization form is completed and attached.
- Student photograph and written copyright release are attached in a sealed envelope with name on outside.
- The application packet is mailed and postmarked by February 3, 2012.

Hand-delivered applications will not be accepted.