

MEMORANDUM

January 2009

To: Students Interested in the Community Service Scholarships

From: Cori Matthews
Director Campus Activities
Community Service Scholarship Coordinator

Re: Application Information

Thank you for expressing interest in the Community Service Scholarships. The College is very excited to offer these scholarships to twelve incoming students for the 2009-2010 academic year. Recipients of these scholarships will be required to engage in 10 hours of community service per week throughout the academic year (15 weeks/semester). The vast majority of your service hours will be completed at one site. In return for engaging in service in the greater Plattsburgh community, recipients will receive a \$2500 scholarship to be used towards their college bill (tuition, housing, meal plan, etc.). All awards are contingent upon completion of service. Please be aware that receiving this scholarship may affect your eligibility for need-based aid. If you have any questions concerning this, call the Financial Aid Office at (518) 564-2072.

New Freshmen and Transfer Students for the Fall 2009 semester are eligible to apply. The minimum criteria for applicants include: at least 85% High School Average or 2.8 GPA from the transfer institution, demonstration of a commitment to community service, and documentation of community service experience.

To apply, complete the attached application and obtain two letters of reference (**one must be from an employer or place where the applicant engaged in community service**). The following timeline will be followed by the College's Selection Committee:

Application Timeline:

- ✓ Applications Available – January 1, 2009
- ✓ Deadline for Requesting Applications – February 19, 2009 by mail and February 25, 2009 by fax or email
- ✓ Note: Application may be downloaded online. It will be available January 1, 2009
- ✓ Completed Applications and Letters of Recommendation Due – March 2, 2009
- ✓ Reading of Applications, Phone Interviews with Semi-Finalists Conducted – Week of March 2, 2009
- ✓ Selection Committee Reviews Finalists and Selects Scholarship Recipients – March 9, 2009
- ✓ Phone Calls Made to Scholarship Recipients – beginning on Wednesday, March 11, 2009

A feature for this scholarship program will be the opportunity to receive one academic credit during the Fall 2009 semester. All scholarship recipients will be registered for a special section of a Service-Learning Seminar. The scholarship recipients will meet on a weekly basis to discuss issues surrounding community service. Students will be required to complete several readings and keep a

weekly journal. The hour students meet every week for this academic credit will be in addition to the 10 hours of community service.

Submit the completed application and the letters of reference to Cori Matthews, Center for Student Involvement, 101 Angell College Center, SUNY Plattsburgh, Plattsburgh, NY 12901. Applications are due no later than Monday, March 2, 2009. Applications may also be faxed in at (518) 564-4849. Applications may be accessed online at www.plattsburgh.edu/offices/centers/service and submitted as email attachments. **References must also be received by March 2.** If you have any questions, please contact Cori Matthews in the Center for Student Involvement at (518) 564-4830 or through e-mail at cori.matthews@plattsburgh.edu.

SUNY PLATTSBURGH COMMUNITY SERVICE SCHOLARSHIP 2009 APPLICATION FORM

(Please type or print)

Name: _____

Address (include hometown and zip):

Phone Number: _____ Social Security Number: _____

E-mail Address: _____ Date of Birth: _____ Male: ___ Female: ___

Area of Study/Major: _____ Freshman: ___ or Transfer: ___

Name of High School or College: _____

High School Average or Transfer College G.P.A.: _____ High School Class Rank: _____

If given the opportunity, would you be able to bring a car to campus to utilize for transportation: _____

List the two people you requested recommendations from:

Name: _____

Name: _____

Relationship to you: _____

Relationship to you: _____

Phone Number: _____

Phone Number: _____

Please be complete in your responses to the following questions. Answer them on an additional sheet(s) of paper and please type your responses. Take some time to reflect on the questions before answering them.

- 1) Why do you want a Community Service Scholarship?
- 2) What role does community service play in your life?
- 3) List all the community service projects, and your level of involvement (e.g., participant or organizer, how many hours the project took, etc.), within the **LAST TWO YEARS** (please include the name of the agency and the phone number).
- 4) What qualities and/or skills do you possess that would help you be successful with the responsibilities associated with the scholarship?
- 5) How will this scholarship assist you with your educational goals?
- 6) Where do you see yourself in five years and what do you hope to be doing?
- 7) Name three things that are important to you and why?
- 8) If you are awarded this scholarship, what do you perceive to be the biggest challenges for you in relation to what will be expected from you? How do you think you might cope with these challenges?
- 9) Describe your readiness to start your college experience at SUNY Plattsburgh. What transitional issues might you face and how do you think you will cope with them?

I fully understand the terms and conditions of this scholarship. I also acknowledge that the above information is true.

Signature of Applicant

Date

The completed application and both letters of reference must be returned to Cori Matthews, Center for Student Involvement, 101 Angell College Center, SUNY Plattsburgh, Plattsburgh, NY 12901.

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