



THE ATKINSON SCHOLARSHIP PROGRAM 2020 APPLICATION & INSTRUCTIONS

PROGRAM GOALS & GUIDELINES

The Sudbury Foundation's Atkinson Scholarship Program was created to recognize and assist local high school seniors with financial need, academic promise, and the capacity to make a meaningful contribution to society.

Established in 1995, the program is named for Sudbury Foundation founders and long-time town residents Herbert and Esther Atkinson. The Atkinsons believed strongly in giving back to the community and were particularly interested in supporting the town's young people.

The Atkinson Scholarship Program offers eligible students a maximum of \$5,000 per year in college scholarships or aid for approved post-secondary vocational training. Scholarship recipients may reapply for assistance annually during their undergraduate education or vocational training program. Subsequent awards are based on appropriate academic performance and continued financial need.

Candidates must first meet a certain threshold of financial need. (Please visit our website for information on determining financial need at <http://www.sudburyfoundation.org/scholarship-program>). Applicants are then selected based on past academic performance and future potential as well as the desire and ability to contribute to society through community service, the advancement of a field of interest, or the sharing of a skill or talent. Course grades, standardized test scores, involvement in school and community activities, work experience, letters of recommendation, and a written essay will be considered in the recipient selection process. Semi-finalists will be invited for a personal interview.

Applications must be postmarked or dropped off at the Sudbury Foundation office by Saturday, **February 1, 2020** for the academic year beginning in the fall of 2020. Scholarship decisions will be announced in early April, and will be contingent on successful completion of the academic year in progress.

ELIGIBILITY

To apply for an Atkinson Scholarship, you must be a high school senior who is planning to attend an accredited two or four-year college or university, or an approved post-secondary vocational/professional development program. In addition, you must be:

- A Sudbury resident or the dependent of a Sudbury resident, OR
- Enrolled at Lincoln-Sudbury Regional High School (LS), OR
- The dependent of a full-time Town of Sudbury or LS employee (*employed for minimum of one year*).

DEADLINE

Applications must be postmarked by Saturday or dropped off at the Sudbury Foundation office by Saturday, **February 1, 2020**. Late applications will not be accepted. As the applicant, you are responsible for ensuring that all supporting documents are submitted to the Sudbury Foundation on time.

2020 ATKINSON SCHOLARSHIP APPLICATION CHECKLIST

Applicants are required to submit the following materials by the Saturday, February 1, 2020 deadline:

- A completed application form, which includes the confidential Financial Aid Questionnaire.
- Copies of the 1040 Tax Returns and W-2 Forms (for both parents and the student) on which the Financial Aid Questionnaire responses are based. Only pages 1 and 2 of the 1040s are required.
- Two essays, typed. (See application for details.)
- Two appraisals. (See application for details.)
- An official high school transcript. (See application for details.)
- A copy of SAT and/or ACT test scores. (A downloaded copy is acceptable. Please do not pay to have your scores sent to us.)
- EFC: A copy of the page from the FAFSA Student Aid Report (SAR) that includes your Expected Family Contribution (EFC) dollar amount.

REMINDERS:

- Please read and follow instructions carefully.
- Please do NOT use staples. Paper clips only.
- As the applicant, you are responsible for ensuring that all supporting documents are submitted to the Sudbury Foundation on time.
- If applicable, include the following additional documents (See application for details):
 - If you have any unusual circumstances that should be considered when your application is reviewed, describe briefly on a separate sheet of paper.
 - If one parent will not be contributing to college costs, submit a brief explanation of family circumstances on a separate sheet of paper.
 - If neither parent will be contributing to college costs, submit documentation of your independent student status.
- **Applications must be postmarked or dropped off at the Sudbury Foundation office by Saturday, February 1, 2020.**

For more information, contact Foundation staff at 978.443.0849.



2020 ATKINSON SCHOLARSHIP APPLICATION

This is a fillable PDF form. Save or export this PDF file to your desktop. Once you have completed it, save it, print it, and then send us a copy along with the other required documents.

STUDENT'S NAME:

			He/Him/His	
			She/Her/Hers	
			They/Them/Their	
First	Middle	Last	Pronoun Preference	
Student's Street Address		City	State	Zip Code
Date of Birth (MM/DD/YY)	Student's E-mail		Student's Telephone	
Parent/Guardian Name(s)		Parent/Guardian's Email	Parent/Guardian's Telephone	
Parents' Street Address (if different)		City	State	Zip Code

Are you a dependent of a full-time Town of Sudbury or LS employee: Yes ___ No ___

If yes, provide parent's name, position held, and how long in position: _____

HIGH SCHOOL DATA – Please list all high schools attended and city/state.

1.) _____

2.) _____

ESSAYS

- On a separate sheet of paper, submit a typewritten, double-spaced essay (100-300 words) that describes your past achievements, community involvements, your plans for college and beyond as well as any other information which may assist us in assessing your application.
- To help us get to know you better, submit an *additional* essay which you have written for a college application. The essay selected should be substantially different from the topics discussed in Essay 1.

Be sure to include your name and page number on every page (ex: 1 of 1, 1 of 2, 2 of 2). Please do not use staples. Paper clips only.

APPRAISALS

Please provide two written appraisals based on the Applicant Appraisal form provided. Appraisers may be guidance counselors, teachers, employers, or other individuals (not relatives or peers) who know you well. We highly recommend one appraisal come from your guidance counselor. (LS students: We will ask the LS Registrar's office to send us your guidance counselor recommendation after we receive your application. You do not have to contact the registrar. However, you are responsible for ensuring your second appraisal is sent to us by the application deadline of Saturday, February 1, 2020.)

List appraisers' name and relationship to you (counselor, teacher, etc.):

1.) _____ 2.) _____

Name Relationship Name Relationship

TRANSCRIPTS AND TEST SCORES - Please submit:

- An official high school transcript, including grades through the 1st quarter of senior year. (LS students: We will ask the LS Registrar's office to send us your transcript after receiving your application. You do not have to contact the registrar.)
- A copy of your SAT and/or ACT test scores. (A downloaded copy is acceptable. Do not pay to have your scores sent.)

EXTENUATING CIRCUMSTANCES - If applicable, describe briefly on a separate sheet of paper any unusual circumstances that should be considered when your application is reviewed.

CERTIFICATION:

I hereby affirm that the information provided on this form is accurate and complete to the best of my knowledge. I understand that an incomplete application will not be considered and that falsification of information may result in the termination of any financial aid awarded.

Student Signature

Date



2020 ATKINSON SCHOLARSHIP APPLICATION

This is a fillable PDF form. Save or export this PDF file to your desktop. Once you have completed it, save it, print it, and then send us a copy along with the other required documents.

STUDENT'S NAME: _____

EXTRACURRICULAR ACTIVITIES - In order of importance to you, please list extracurricular and community activities in which you have participated since 9th grade. You may attach additional sheets, if necessary. Complete this section thoroughly even if you plan to attach a resume.

	Grade	Position Held (if any)	Estimated Time Spent		Time of Year	
			Hours per week	Weeks per year	School year	Summer break
Activity 1 (most important to you): 	9					
	10					
	11					
	12					
Activity 2: 	9					
	10					
	11					
	12					
Activity 3: 	9					
	10					
	11					
	12					
Activity 4: 	9					
	10					
	11					
	12					
Activity 5: 	9					
	10					
	11					
	12					

WORK EXPERIENCE - List work experience since 9th grade.

	Grade	Job Title	Estimated Time Spent		Time of Year	
			Hours per week	Weeks per year	School year	Summer break
Employer 1: Job Description: 	9					
	10					
	11					
	12					
Employer 2: Job Description: 	9					
	10					
	11					
	12					
Employer 3: Job Description: 	9					
	10					
	11					
	12					

HONORS - List academic distinctions or honors you have received since the 9th grade. _____

COLLEGE LIST - Please list three colleges or other institutions to which you have applied or plan to apply:

1.) _____ 2.) _____ 3.) _____



- CONFIDENTIAL -

2020 FINANCIAL AID QUESTIONNAIRE

Your privacy is important to us. Financial information is kept strictly confidential.

This is a fillable PDF form. Save or export this PDF file to your desktop. Once you have completed it, save it, print it, and then send us a copy along with the other required documents.

STUDENT'S NAME: _____

Please work with your parents to complete this Financial Aid Questionnaire. Income and tax figures should be taken from your family's most recently-completed and filed tax returns. 2018 or 2019 data is acceptable. **Copies of 1040 and W-2 Forms (parent and student) must be attached to this application.** Only pages 1 and 2 of the 1040s are required.

GENERAL FAMILY INFORMATION

1.) Current marital status of the student's parents: (Check only one box.)

Married Remarried Divorced Separated Widowed Never Married

Month and year they were married, remarried, separated, divorced or widowed: _____

a.) If parents live apart, with whom does the student reside? _____

b.) If separated or divorced, **both** parent's financials must be submitted. Please make a copy of the Financial Aid Questionnaire and submit two separate Questionnaires along with copies of both parent's 1040s.

c.) If one parent will not be contributing to college costs, check here: _____

On a separate sheet of paper, submit a brief explanation of family circumstances.

d.) If neither parent will be contributing to college costs, submit documentation of your independent student status.

2.) Parent 1's current age: _____ Mother Father Parent 2's current age: _____ Mother Father

3.) Please give the ages and grades that the applicant's siblings will be on September 1, 2020:

Sibling 1's age and grade: _____ Sibling 2's age and grade: _____

Sibling 3's age and grade: _____ Sibling 4's age and grade: _____

Sibling 5's age and grade: _____ Sibling 6's age and grade: _____

4.) Total number of family members expected to attend a full-time, undergraduate college program during the 2020-2021 school year, **including** the applicant: ____ (If a parent will be attending college, do not include him/her in count.)

PARENT FINANCIAL INFORMATION

1.) Total Household Size (including applicant): _____

2.) Adjusted Gross Income (2018 IRS Form 1040 Line 7): _____

Parent 1's Earnings: _____

Parent 2's Earnings: _____

3.) Total IRA, KEOGH and 401K Contributions for the Year: _____

4.) Interest Income (2018 IRS Form 1040 Line 2b): _____

5.) Dividend Income (2018 IRS Form 1040 Line 3b): _____

6.) Yearly Amount Received in Child Support (for Applicant only): _____

7.) Net Income from Business (2018 IRS Form 1040 Schedule I, Line 12): _____
(If not zero, attach IRS Form 1040 Schedule I and Schedule C)

8.) Total Federal Tax Paid (2017 IRS Form 1040 Line 15): _____

9.) Total Value of Cash, Checking, Savings and Investments: _____

Including Money Market Accounts, Mutual Funds, CD's, 529 plans, etc.
Do **NOT** include retirement plan amounts.



- CONFIDENTIAL -

2020 FINANCIAL AID QUESTIONNAIRE

This is a fillable PDF form. Save or export this PDF file to your desktop. Once you have completed it, save it, print it, and then send us a copy along with the other required documents.

STUDENT'S NAME: _____

10.) If you own your primary residence, please provide:

Year Purchased: _____

Purchase Price: _____

Current Assessed Value: (Sudbury residents: go to sudbury.ma.us/assessors for assessed value) _____

What is Owed: (including Home Equity Loans) _____

Current Equity in Your Home: (Current Assessed Value minus What is Owed) _____

11.) If you own other property, please provide:

Year Purchased: _____

Purchase Price: _____

Current Assessed Value: (Sudbury residents: go to sudbury.ma.us/assessors for assessed value) _____

What is Owed: (including Home Equity Loans) _____

Current Equity in Your Home: (Current Assessed Value minus What is Owed) _____

12.) If you are renting an apartment, provide monthly payment amount: _____

STUDENT INFORMATION

1.) Did Student file a tax return? Yes ___ No ___

2.) Student's Adjusted Gross Income: _____

3.) Student's Dividend and Interest Income: _____

4.) Total Federal Tax Paid: _____

5.) Total Value of Cash, Checking, Savings and Investments: _____

EXPECTED FAMILY CONTRIBUTION (EFC) FROM FAFSA SAR REPORT

Please attach a copy of the page of FAFSA's Student Aid Report (SAR) that includes the Expected Family Contribution (EFC) dollar amount.

If you do NOT plan to fill out the FAFSA form, please initial here: _____

MISCELLANEOUS

1.) Total Value of Family Trust Funds: _____
In whose name are these Trust Funds held? _____

2.) Do you expect current income to differ greatly from the figures given above? Yes ___ No ___

If yes, please explain: _____

3.) Current outstanding college debt to-date for other children: _____

Signatures:

I hereby affirm that the information provided on this form is accurate and complete to the best of my knowledge. I understand that falsification of information may result in the termination of any financial aid awarded.

Parent Signature/Date

Student Signature/Date



ATKINSON SCHOLARSHIP APPLICANT APPRAISAL

Please print this page for your appraiser to complete.

TO THE STUDENT

You have the right to review the Applicant Appraisals submitted as part of your application for an Atkinson Scholarship. If you choose to waive this right, please sign below and ask your appraisers to return this form to you in a sealed envelope. Otherwise, simply attach the Applicant Appraisals to your application form.

I hereby waive my right to review this Applicant Appraisal:

Student Signature Date

TO THE APPRAISER

The individual named below is applying for substantial scholarship assistance through the Sudbury Foundation's Atkinson Scholarship Program. The goal of the program is to recognize and assist local high school seniors with financial need, academic promise, and the capacity to make a meaningful contribution to society to reach their highest potential both during and after their post-secondary education. Sudbury Foundation Trustees will award an Atkinson Scholarship based on an assessment of the applicant's need for financial assistance; his/her past academic performance and future potential; as well as his/her desire and ability to contribute to society through community service, the advancement of a field of interest, or the sharing of a special skill or talent.

Your appraisal will be one of two submitted in support of the student's scholarship application.

On a separate sheet of paper, please type your answers to the questions below as completely and thoughtfully as possible. Be sure to complete this form and return it to the applicant with your written appraisal.

If the student has waived the right to review the appraisal, it should be submitted in a sealed envelope. Students are required to submit completed applications by Saturday, **February 1, 2020**. Late applications are not accepted.

Student's Name: _____

Appraiser's Name: _____

Appraiser's Address/Phone: _____

1. How long and in what capacity have you known the applicant?
2. Please evaluate the applicant as a candidate for an Atkinson Scholarship, commenting particularly on his/her capacity to make a meaningful contribution to society.
3. What qualities or traits set the applicant apart from his/her peers? What are his/her greatest strengths? Are there areas in need of improvement? If so, please explain.

Appraiser Signature Date

Note to LS students only: We have arranged for the LS Registrar to send us your Guidance Counselor appraisal automatically. You do not need to contact your counselor. However, you are responsible for ensuring your second appraisal is sent to us by the application deadline.



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