

**APPLICATION INSTRUCTIONS**

Revised 1 Jan 09

***Saint Francis of Assisi Ratermann Scholarships***

Dear applicant,

We are pleased and privileged to manage a portion of the scholarship funds made available by the Dorothy Ratermann Charitable Remainder Unitrust and the Wilhelmine Ratermann Charitable Remainder Unitrust. Dorothy and Wilhelmine Ratermann are former members of Saint Francis of Assisi Parish who have gone to join the Lord. The Ratermann family has had a long association with our parish for over 100 years. Dorothy and Wilhelmine Ratermann funded charitable remainder Unitrusts to provide support to St. Francis Parish Cemetery and college/vocational/technical scholarships for students of Southern Illinois.

Even though the trusts were generous, funds are limited, so only a few scholarships can be granted each year. Consequently, the scholarship process must be competitive. So please increase your chances of success by fulfilling all the requirements outlined in this application package. On our part, we promise to do our very best to manage these funds appropriately. We will objectively consider each applicant and make the best decisions possible. We ask for your prayers that we achieve this goal, just as we pray for your success in your academic endeavors.

Sincerely,

St. Francis Parish  
Scholarship Board

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**SCHOLARSHIP PURPOSE:**

The scholarships will be awarded to high school seniors enrolling as full-time students in an accredited institution of higher learning, e.g., colleges or vocational or technical schools. The purpose of the scholarships is to jump start a student’s higher academic journey, and thus are provided for the freshman year only.

The scholarships are intended to benefit students in “financial limbo.” Specifically, this refers to those whose families have midlevel incomes, and thus earn too little to pay for college outright, but earn too much to qualify for need-based scholarships.

The scholarships will give priority to students who are not competitive for other types of substantive scholarships. This includes those who do not have grades high enough, or skills and talents developed enough, to obtain other scholarships because, for example:

- Their grades, though acceptable, are not high enough to be competitive for scholastic-based scholarships;

- They have not excelled in sports to the level at which they would be competitive for sports-based scholarships, or
- They have not excelled in music to the point where they are competitive for music-based scholarships.

The scholarship will provide financial support to students who:

- Show academic promise,
- Participate in community and Church activities at a level which portends future benefit to society and the Church,
- Exhibit enthusiasm, ambition and abilities indicative of a prudent use of scholarship funds, and
- Exhibit need for financial assistance for college or higher education.

### **WHO IS ELIGIBLE FOR THE SCHOLARSHIP?**

First consideration will be given to students who are registered and active members of St. Francis of Assisi Parish, Aviston, IL. Secondary consideration will be given to any other students in the Aviston area only after all primary applicants have been considered.

Applicants are *ineligible* if they receive financial assistance in any form from either the Dorothy or the Wilhelmine Ratermann Charitable Remainder Unitrust.

Applicants must have an acceptable academic record, defined as a grade point average (GPA) of 2.0 or above on a 4-point scale, i.e., a “C” average, hereinafter referred to as “acceptable grades.”

### **APPLICATION REQUIREMENTS**

The application package must include the following:

- \_\_\_ The attached application form, filled in completely.
- \_\_\_ Three letters of recommendation from adults who are not close family members, for example, not parents, grandparents, siblings, aunts, uncles or first cousins. These letters will consist of one each from:
  - A teacher or school administrator
  - An adult leader of the parish youth ministry
  - Another adult of the community

Letters must be attached as part of the application package, and not mailed separately. Letters are to be addressed to:

Scholarship Board  
 St. Francis of Assisi Parish  
 251 S. Clinton Street  
 PO Box 93  
 Aviston, IL 62216-0093

- Transcripts of all school work undertaken to date, including college entrance exam scores (ACT or SAT)
- An essay written by the student. On separate paper, using 400-600 words, explain your educational and professional aspirations in life and how the scholarship would help you attain those goals.

Typewritten products are preferred. Handwritten applications are acceptable but must be legible.

Send or deliver complete application packages (must include all above documentation) on or before the deadline to:

Scholarship Board  
St. Francis of Assisi Parish  
251 S. Clinton Street  
PO Box 93  
Aviston, IL 62216-0093

All application packages become property of the scholarship board and will be kept confidential. Likewise, all deliberations of the scholarship board are confidential. Decisions of the board are final and cannot be appealed.

#### **DEADLINE:**

Applications for a given academic year must be received or postmarked by 1 Mar of that year. For example, applications for the 2008-2009 academic year must be received by 1 Mar 08. Scholarship recipients will be announced on or about 1 May.

#### **SCHOLARSHIP AMOUNTS AND FUNDS MANAGEMENT:**

Scholarship amounts will vary depending on student need, funds availability and other factors. An award of \$2,000 is not an unreasonable expectation.

Funds may be used only for tuition and academic fees and will be paid directly to an accredited institution of higher learning, e.g., colleges or vocational or technical schools. No funds will be dispersed directly to a student. Funds will be dispersed in two payments, one/half of the total scholarship at the beginning of the first semester, and the remaining half at the beginning of the second semester. The parish scholarship board will require the student to provide proof of acceptable grades, with no failed courses, as well as proof of enrollment for a second semester, before second-semester funds will be distributed to the college or institution.

**APPLICATION FORM FOR**

***Saint Francis of Assisi Ratermann Scholarships***

For any item, use additional sheets of plain bond paper if you need additional space.

**IDENTIFICATION INFORMATION:**

Applicant's Name:

Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Parents' or Guardians' Names:

Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

**CONTACT INFORMATION:**

Address: Number & Street \_\_\_\_\_

City/State/ZIP \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone: Home(\_\_\_\_\_) \_\_\_\_\_ Work(\_\_\_\_\_) \_\_\_\_\_ Cell(\_\_\_\_\_) \_\_\_\_\_

**ACADEMIC HISTORY:**

High School(s) Attended with Dates: \_\_\_\_\_

\_\_\_\_\_

High School GPA: \_\_\_\_\_ On a Scale of: \_\_\_\_\_

(For example, 3.1 on a scale of 4.0. Remember to attach all transcripts)

GED test composite score (if applicable): \_\_\_\_\_ Year of GED Completion: \_\_\_\_\_

**EMPLOYMENT HISTORY:**

List last three jobs, if applicable, starting with the most recent. You may include family or farm employment:

1. Company Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

Duties: \_\_\_\_\_

\_\_\_\_\_

Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

2. Company Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

Duties: \_\_\_\_\_

\_\_\_\_\_

Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

3. Company Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

Duties: \_\_\_\_\_

\_\_\_\_\_

Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

**HONORS, AWARDS, COMMUNITY SERVICE AND CHURCH INVOLVEMENT:**

List all honors, awards, community service and church involvement (especially Catholic Youth Ministry) and explain as necessary. For example, what is the significance of a named award, what was your level of involvement in a named community activity, etc.

**FINANCIAL NEED:**

What school do you hope to attend? \_\_\_\_\_

Expected annual costs:

- Tuition \_\_\_\_\_
- Academic Fees \_\_\_\_\_
- Room and Board \_\_\_\_\_

Number of children in family still at home: \_\_\_\_ Ages: \_\_\_\_, \_\_\_\_, \_\_\_\_, \_\_\_\_, \_\_\_\_, \_\_\_\_, \_\_\_\_, \_\_\_\_.

Number of other family members currently attending college: \_\_\_\_

Annual family adjusted gross income (AGI) as reflected on the latest Federal income tax return (check the correct income range):

\_\_\_ Under \$20,000    \_\_\_ \$20,001-40,000    \_\_\_ \$40,001-60,000    \_\_\_ \$60,001-80,000    \_\_\_ \$80,001-100,000

\_\_\_ \$100,001-120,000    \_\_\_ \$120,001-140,000    \_\_\_ \$140,001-\$160,000    \_\_\_ \$160,001-180,000

\_\_\_ \$180,001-\$200,000    \_\_\_ Over \$200,000

In general terms, describe your current financial need (what does the board need to know about your financial need to help them make a decision; include your estimation of the minimum financial assistance you need):

Do you anticipate receiving any college funds from any other source, such as grandparents, scholarships, grants, state college investment programs, etc., that you will not have to repay? This includes, but is not limited to, any college or other fund established for your benefit. Provide details, e.g., source, amount, duration, etc.

What other scholarships or grants have you applied for or plan to apply for? Provide details, e.g., source, amount, duration, etc.

Are either of your parents required by court order, such as a divorce decree, to pay for any portion of your college education? Provide details, e.g., amount, duration, etc.

**I declare under penalty of perjury that the information contained within this application is correct and complete to the best of my knowledge.**

**I also give permission for information from my academic, employment and financial history to be released to the scholarship board.**

**I understand that if I am awarded a scholarship, it is my responsibility to provide to the Parish Scholarship Board a certified copy of my transcript setting forth the grades that I receive during my first semester, as well as proof of my enrollment for the second semester, before the second half of the scholarship amount will be transmitted.**

**I release and/or hold harmless the parish Scholarship Board from and against any claim I may make against the parish Scholarship Board resulting from the parish Scholarship Board's decision concerning my application.**

**Applicant's Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent's or  
Guardian's  
Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_