



**THE VILLAGE OF RICHTON PARK
2020-Bill Fleming Scholarship Application Packet**

The Village of Richton Park supports the advancement of higher education for the residents of Richton Park by providing financial assistance for qualifying and deserving residents wishing to continue their education. The Village of Richton Park Bill Fleming Scholarship will award college scholarships to eligible residents of Richton Park who are 2020 high school graduates, students currently enrolled in a college or university, and adults who are continuing their education that meet all of the qualifications required by this application.

Interested Applicants should fill out the enclosed Scholarship Application, and send it to:

**Village of Richton Park
Supervisor: Parks and Recreation
Attn: Scholarship Committee
4455 Sauk Trail
Richton Park, IL 60471**

Late or incomplete applications will not be considered under any circumstances.

The completed application must be received or postmarked NO LATER than the close of business on Monday June 1, 2020.



Village of Richton Park Bill Fleming Scholarship Award

Purpose

The Village of Richton Park Bill Fleming Scholarship, first awarded in 1998, was started to promote and encourage academic achievement among high school students by awarding an annual scholarship to a graduating senior residing in Richton Park. The scope of the award was later expanded to include adults desiring to continue their education. The scholarship was named in tribute to Bill Fleming, a resident of Richton Park, who was instrumental in sponsoring and promoting the President's Golf Outing, the original source of funding for the scholarship. Several events, including the President's Candlelight Bowl as well as donations from the residents, currently fund the scholarship.

Awards

The Village of Richton Park Bill Fleming Scholarship annually awards college scholarships to deserving residents of Richton Park. Awards are for one year only, but recipients may re-apply each year. All scholarship awards will be paid directly to the educational institutions.

The Village of Richton Park Bill Fleming Scholarship Awards are awarded without regard to race, sex, religion, age, national origin or sexual orientation. An impartial Scholarship Committee completely independent of the Village grants all scholarships on an objective and nondiscriminatory basis. The Scholarship Committee will not award scholarships to applicants who do not meet the requirements stated in this document and reserves the right not to award a scholarship in a given year.

Eligibility

1. Applicants must be residents of Richton Park.
2. Applicants must be:
 - 2020 high school graduates and have received a College Letter of Acceptance, or
 - Students currently enrolled in a college or university, or
 - Adults who are continuing their education at an accredited college or university.
3. Applicants must be students with a grade point average of 2.5 average or better on a 4.0 scale.
4. Applicants must complete and submit a Scholarship Application, including all required information, that is received or postmarked NO LATER than the close of business on **Monday June 1, 2020**.

Selection Criteria

The Scholarship Committee of Richton Park awards scholarships using a comprehensive process based on objective standards. Areas that are reviewed include prior academic performance, performance on tests designed to measure ability and aptitude for higher education, recommendations from instructors and other individuals not related to the potential awardee and conclusions based on each applicant's personal essay as to motivation and character.

Applicant's Name: _____

Application Requirements

To be considered for a Village of Richton Park Bill Fleming Scholarship Award, applicants must complete an application and submit it to the Village of Richton Park so that it is received or postmarked by the deadline of **Monday April 27, 2020**. All application must include ALL of the following items:

1. A signed completed application form. Late or incomplete applications will not be considered.
2. Two signed, dated and current letters of recommendation with at least one from a teacher or school official or an employer. The writers must be at least 21 years of age and not related to the applicant.
3. Two documents providing proof of residency to include a required copy of the applicant's driver's license or State ID plus one additional form of ID showing the applicant's address (refer to page 6 for additional information). Transcripts will not be considered proof of residency.
4. A sealed Transcript with ACT or SAT scores (high school seniors) or an official college transcript for all other applicants. **If your high school does not normally include ACT or SAT scores in your transcript, you MUST request that the scores be included.** High school seniors must also submit a Letter of Acceptance indicating acceptance at an academic institution for post-secondary studies.
5. A Personal Essay stating the applicant's qualifications and educational and career goals. The Personal Essay must be between approximately 250 and 500 words, typed, and double-spaced using a 12-point font size.
6. A signed Notice of Disclaimer.

Additional details are provided on each of these requirements in the application itself.

Timeline

- Signed, completed applications must be received or postmarked **NO LATER** than the close of business on **Monday June 1, 2020**.

Applicant's Name: _____

**Village of Richton Park
2020-Bill Fleming Scholarship Application**

General Information-All Applicants			
(Last)	(First)	(Middle)	
(Street)	(City)	(State)	(Zip Code)
Daytime Phone Number ()	Evening / Cell Phone Number ()	E-mail address	

High School Applicants							
Institutional information		No. of Years Attended	Year Graduated	Class Rank/ # of student In the class	G.P.A.		
High School							
Address							
SAT Composite Score:		Date:		ACT Composite Score:		Date:	
Parent's Name			Address				

College Student Applicants	
College/University	(Name of Institution) (City & State)
Address	
Current GPA	Field of study

Continuing Education Applicants	
College/University	(Name of Institution) (City & State)
Planned field of study	

Applicant's Name: _____

ACCOMPLISHMENTS

Scholastic Honors / Awards							
Name of Honor/ Award Received			Date				
Employment Experiences							
Company Name:				Company Name:			
Position Title:				Position Title:			
Dates:	From (mm/dd/yy)	To (mm/dd/yy)		Dates:	From (mm/dd/yy)	To (mm/dd/yy)	
Describe the work you performed:			Describe the work you performed:				

Extracurricular Activities		
List below, in order of importance to you, your principle extracurricular activities. Do NOT list Employment or volunteer work in this section.		
Activity	Length of Involvement	Role/Positions/Offices Held or Honors Awarded

Community/Volunteer Service			
Describe the nature of your community service, your specific role, when you participated and the length of your involvement.			
Activity	Role/Responsibilities	Dates	Hours

Applicant's Name: _____

Attach the following to your Scholarship Application:

Letters of Recommendation

Applicants must submit two (2) signed, dated and current letters of recommendation (from a counselor, principal, teacher, employer who is very familiar with the applicant) appraising the individual's academic and personal qualities and potential. The Scholarship Committee is particularly interested in evidence of character, relative maturity, integrity, independence, interests and any special talents or qualities. The writers must be at least 21 years of age and not related to the applicant. The writer's contact information must be included for both references.

Proof of Residency

Applicants must submit two (2) documents providing proof of residency to include a required copy of the applicant's driver's license or State ID plus one additional form of ID showing the applicant's address.

Transcripts will not be considered proof of residency. The Illinois Secretary of State provides an extensive list of acceptable/unacceptable ID's that could be used for your second proof of residency documentation. You will find this information on their website listed under *Acceptable Identification* at http://www.cyberdriveillinois.com/departments/drivers/drivers_license/home.html

Personal Essay

Applicants must submit a Personal Essay stating the applicant's qualifications and educational and career goals. The Personal Essay must be between approximately 250 and 500 words, typed, and double-spaced using a 12-point font size.

The Personal Essay **MUST** address the following:

1. Your educational and career goals,
2. Why you have selected your stated major and career goal,
3. Your life experiences which have influenced this decision,
4. Your anticipated role in society given your educational and career goals,
5. Why you need the scholarship or any unusual circumstances which may affect your current financial situation,
6. Anything else you feel the Scholarship Committee needs to know about you in order to present yourself as the best candidate for the scholarship.

Transcripts/Letter of Acceptance

A sealed Transcript with ACT or SAT scores (high school seniors, **if your high school does not normally include ACT or SAT scores in your transcript, you MUST request that the scores be included**) or an official college transcript for all other applicants must accompany the application and be received or postmarked by **Monday June 1, 2020**. High school seniors must also submit a Letter of Acceptance indicating acceptance at an academic institution for post-secondary studies.

Applicant's Name: _____

Notice of Disclaimer

DISCLAIMER: Village of Richton Park-Parks & Recreation Department Scholarship Committee assumes no responsibility for applications or supporting documentation not received by the office or not received in a timely manner. We do not assume responsibility for items mailed to this address with insufficient postage and subsequently returned to the applicant by the postal service. All correspondence to the applicant, college, or university is based on the information listed on the application until a change is submitted in writing. We do not assume responsibility for letters from the Committee not delivered to the applicant, college or university based on the provided information.

Any photo, image, or (live) recording of any applicant obtained by the Committee to promote or document the Committee's purpose shall become and remain the property of the Committee in perpetuity. Applicant and/or applicant's parent/guardian represents and warrants that the procurement of such image does not violate any other contractual relationship that applicant may have with a third party. Applicant and/or applicants parent/guardian further represents and warrants that it will indemnify the Committee against any cause of action resulting from the procurement and use of the applicant/recipient's image or likeness. No applicant shall be compensated for the use of their image or likeness in any advertisement whether it be printed, electronic (website), or otherwise.

I understand that the decision of the Scholarship Committee is final. I understand that awards are for one year only, but recipients may re-apply each year and that all scholarship awards will be paid directly to the educational institutions.

I authorize the verification of the information provided in this application, and certify that the information provided herein is true and accurate to the best of my knowledge. I understand that any false statements shall result in the disqualification of the application, and/or the forfeiting of any award that the applicant/recipient may receive. Furthermore, I have reviewed the application and agree to the terms and conditions set forth therein.

Applicant's Signature: _____ **Date** _____

Print Name: _____

Parent's Signature (if under the age of 18): _____

Applicant's Name: _____

Authorization and Certification

I understand that the information submitted herein will be relied upon by the Village of Richton Scholarship Committee to determine my status as a scholarship candidate. I certify that the information in and submitted with, this application is complete and correct. I also understand that the information may be verified and that the submission of false information is grounds for rejection of my application and withdrawal of any offer of scholarship. I give my permission to release these materials to the Scholarship Committee.

Signature of Applicant

Date

Signature of Parent (if student is under the age of 18)

Date

**Please send completed application to
Village of Richton Park
Supervisor: Parks and Recreation
Attn: Scholarship Committee
4455 Sauk Trail
Richton Park, IL 60471**

The completed application must be received or postmarked NO LATER than the close of business on Monday June 1, 2020.

Applicant's Name: _____

**Village of Richton Park
Bill Fleming Scholarship Application
Checklist**

The following “**CHECKLIST**” will help ensure that you have followed the application directions and attached all required items to your application in order for your packet to qualify for review by the Scholarship Committee.

ALL Applicants

Be sure you have:

- Put your name on the bottom of all pages submitted.
- Checked your application for grammatical and punctuation errors.
- Prepared and submitted your application so that it is received or postmarked by the deadline of **Monday June 1, 2020.**
- Followed **all** of the directions on the application including attaching the following:
 - A signed and completed application,
 - Two (2) letters of recommendation, per directions provided on page 6,
 - Two (2) documents providing proof of Richton Park residency, per directions provided on page 6,
 - Your Personal Essay, per directions provided on page 6,
 - A signed Notice of Disclaimer, provided on page 7.
 - A signed Authorization and Certification, provided on page 8.

PLUS:

High School Applicant

In addition to the above **ALL Applicants** list, high school applicants must attach the following:

- A sealed transcript with ACT or SAT scores (**If your high school does not normally include ACT or SAT scores in your transcript, you MUST request that the scores be included**),
- A college Letter of Acceptance,
- Parent’s signature if the applicant is under the age of 18.

College Student/Adult Continuing Education Applicant

In addition to the above **ALL Applicants** list, College Student/Adult Continuing Education Applicants must attach the following:

- A transcript from the registrar office w/official school seal.