



Application for the Richelle “Shelly” Fernandez Scholarship Fund

Purpose:

The Richelle “Shelly” Fernandez Scholarship Fund awards scholarships to college-bound high school students based on demonstrated academic achievement, financial need, and an expressed interest in pursuing a college education.

Criteria:

The student must be enrolled in a public or private high school in the state of Hawaii with the intention to continue their education at a four-year college or university. Consideration will be based on academic achievement, financial need and the student’s community service record. Athletic Achievement and Letters of Recommendations from Teachers, Faculty, Staff and Coaches (at the high school or private clubs) will be taken into consideration as well. **This Scholarship is open to students in grades 9-12 and in some instances may be offered to a student already enrolled in college courses while still attending high school.**

Guidelines:

The Scholarship(s) will be awarded on an annual basis and disbursed in equal payments in August and January. Students must continue to attend classes and maintain no lower than a 3.0 grade-point average (or equivalent). The Scholarship maybe used for books, computers, supplies, tuition, boarding, utilities, gas, clothing, meals, sports equipment, travel expenses, etc. Or any other expenses that assist in the awardees educational or sport’s needs.

Amount:

One (1) scholarship will be awarded at the minimum of \$1,000 annually to be paid in two equal installments.

Deadline:

The application deadline is June 1st. The deadline is the date after which applications will no longer be accepted. The Richelle “Shelly” Fernandez Scholarship Fund uses the postmarked date to determine mailed entries.

Renewal process:

This scholarship is not renewable. Only high school students intending to enroll in a four-year college or university are eligible to apply, evidence of enrollment may need to be provided. Previous scholarship recipients are not eligible to apply again.

Please request your official high school transcripts and submit applications by June 1st to:

The Richelle “Shelly” Fernandez Scholarship Fund
2267 Komo Mai Drive
Pearl City, HI 96782

For questions, please email: ShellyFernandezScholarship@outlook.com

Requirements:

To be considered for the Richelle “Shelly” Fernandez Scholarship, all applicants must submit a completed application form inclusive of the following documents:

Transcripts from the applicant’s current or most recently attended high school (secondary school). Transcripts that have been downloaded, screenshot, or printed and scanned directly from the applicant’s school or website are acceptable for the submission of the scholarship application.

Resume:

- Two references letters of recommendation
 - Confirm your writers email or mailing address
 - Writer cannot be a family member

- Short Essay/Personal Statement (See personal statement questions below to be addressed)
 - Compose your statement in a Word document; check for spelling, grammar, character count
 - Limit document to 3,000 characters

Personal Statement Questions:

1. What career do you see yourself in 10-15 years and what life experience(s) has helped you realize this career goal?
2. Provide the month/year of a community service opportunity you participated in or helped organize. Briefly describe the service and explain what kind of impact it has made on you and how it has helped you recognize your career/life goal.
3. Give a short description of a challenging event you have personally experienced, then explain how you overcame it and grown from the experience.
4. List community service or volunteer opportunities you’ve participated in or coordinated within the past 5 years only.

All applications and supporting materials for scholarships must be submitted complete and verified before being considered by the Scholarship Application Evaluation Committee.

Only complete applications with all required supporting materials that are received by the published deadline will be considered by the Scholarship Application Evaluation Committee.

Selection Process for Academic Scholarships:

All completed applications accompanied by all required supporting materials will be reviewed by the Scholarship Application Evaluation Committee to ensure that every applicant receives full consideration.

Applicants will be scored using a points system based on the quality of the content provided and possible match with donor eligibility preferences. The committee also will assess students based on previous academic performance and the alignment of a candidate's coursework with approved programs of study, or programs pertinent to the project management field.

All decisions by the Scholarship Application Evaluation Committee are final and any attempts by applicants to lobby or persuade the committee during the process will result in immediate disqualification.

Scholarships will be awarded in a manner that matches the higher monetary award amounts with the better qualified candidates who meet all the requisite criteria.

*All scholarship finalists are screened against the Specially Designated Nationals List (SDN) of the United States Department of the Treasury's Office of Foreign Assets Control.

Award Guidelines for Academic Scholarships:

To be eligible for scholarship payment, all applicants for academic scholarships must provide written proof of enrollment in the program for which a scholarship is sought before the funds are released. Proof of enrollment must be sent directly to The Richelle "Shelly" Fernandez Scholarship Fund from the college or university at which the applicant plans to use the scholarship, and generally takes the form of a letter from the registrar's office. Instructions for submission of proof of enrollment will be provided to successful applicants. Proof of enrollment must document the following:

Enrollment in the fall semester of the application year

Number of credits for which the student is enrolled

Student enrollment status (full-time/part-time)

Level of study (undergraduate/graduate)

Program of study

Unless otherwise specified, scholarships are given for only one (1) academic year. The academic year for which the scholarship is provided will be identified in the award.

Successful applicants will be awarded only one (1) scholarship or award per calendar year. This is inclusive of academic scholarships, professional development scholarships, and awards.

Unless specified otherwise, High School Student applicants may submit scholarship applications for each calendar year during which they will be attending High School up until their Senior Year.

***If an applicant that is a Freshmen, Sophomore or Junior in High School is awarded this Scholarship, the Richelle "Shelly" Fernandez Scholarship Fund Trustee will work with the Parents and/or Guardians to disburse the Funds either at the Proof of Enrollment to the College or University and help set up a College Fund with a bank or financial institution. Or, may disburse the funds to the Parents and/or Guardians in August and January with proof of intent to use the funds for the approved reasons set forth in the Guidelines section above.**

Notice of Academic Scholarship Award:

Initial notice to scholarship finalists will be sent via email to the address provided on the application.

The Richelle “Shelly” Fernandez Scholarship Fund will ask for final enrollment verification, permission to use the awardees picture for promotional release and educational records release documents. The scholarship is not officially awarded until finalists return the required documents.

Final notice of awarded scholarships will be sent to each finalist via email, and postal mail, where possible, after verification is complete.

Applicants who are awarded an academic scholarship will have three weeks from the date of notification to submit proof of enrollment and a response. If documentation is not submitted before the deadline, the scholarship offer will be withdrawn. Exceptions to this policy will be considered on a case by case basis if extenuating circumstances are demonstrated.

The scholarship payment will be made by check and sent on behalf of students who are studying in the U.S. at the university address provided during the verification process; students studying outside of the U.S. will receive the payment by wire transfer or other accommodations.

***If a High School underclassmen is awarded the scholarship, arrangements will be made with the Parents and/or Guardian and Scholarship Fund Trustee to ensure the Funds are used appropriately and/or secured in a College Fund or Account.**

The Richelle “Shelly” Fernandez Scholarship Fund administers scholarships that have been created by the Miyasato and Fernandez Ohana. Proceeds for this Fund has been created through the Families Trust and Business Investments to support our Keiki. The Fund awards scholarships supporting college level areas of study, as well as trade and vocational courses. Many awards may be determined based on merit, while some are restricted for those students who demonstrate a financial need or for students applying from specific geographic regions.

Scholarships are available to the general public. However, it is the policy of the Richelle “Shelly” Fernandez Scholarship Fund to give preference to applicants that resided in Hawaii OR of Hawaiian ancestry.

The student awardee agrees to submit a hand-written (not typed or emailed) thank you card expressing their appreciation to the Miyasato and Fernandez Ohana and the Richelle “Shelly” Fernandez Scholarship Fund Board of Trustees and the Scholarship Application Evaluation Committee.



You must either type or print all your answers neatly in ink. Application response may be sent via mail to The Richelle “Shelly” Fernandez Scholarship Fund; 2267 Komo Mai Drive, Pearl City, HI 96782. Scholarship application, transcripts and letters of recommendation must be postmarked by June 1st to the above address.

1. Name _____, _____
Last First M.I.

Permanent mailing address _____

Number and street

City State Zip E-mail

Phone _____ Birth date _____
Month Day Year

2. What year will you receive a high school diploma or GED? _____

High School or GED (circle one)

High School Name or GED County City State

3. High School GPA Cumulative _____

4. Applicant must register at a college, university, vocation or trade school.

School choice

School Name

City State

Major Field of Study _____

Expected date to attend College _____

Expected graduation date _____
Year Month

5. Are you currently working 20 hours or more per week? Yes/No [Y/N] _____

Do you plan on working 20 hours or more per week during the school year? Yes/No [Y/N] _____

6. Letters of Recommendation: Please provide Two (2) references letters of recommendation

CERTIFICATION. ALL APPLICANTS: I certify that all information I have provided on this form is true and complete to the best of my knowledge. I agree to give proof of the information on this application if requested. I give permission to selection committees to review information on this form, my transcripts, and any additional supporting documentation submitted as part of this application. I give permission for selection committees to contact high school and/or college officials for additional academic information. If chosen for scholarship award, I agree to provide proof of GPA to the committee at each semester/quarter break in order for the committee to determine future eligibility. I further agree if chosen to submit a written paragraph to be published on the value of the scholarship award in my academic pursuits.

Signature _____

Date _____

Applicant's Name _____