



## Team Seymour Spouses' Club Scholarship Committee 2023/2024 ASY Scholarship Application

### **GENERAL INFORMATION AND CRITERIA**

1. The Scholarship Committee is a private, non-profit organization. It is not part of the DOD or any of its components and has no governmental status.
2. The TSSC offers merit-based scholarships to eligible USAF dependent children and spouses who will begin or continue studies at an accredited college or university during the 2023-2024 Academic School Year (ASY).
3. The TSSC reserves the right to make clarifications of intent and/or to consider extenuating circumstances about eligibility, completeness of an application packet, funds disbursement and all other matters in the administration of the scholarship program.
4. Scholarships are awarded in accordance with the TSSC Policies and Procedure.
5. Selection of criteria may include all or some of the following: academic achievement, standardized test scores, extracurricular activities, work history, citizenship, leadership roles, awards/honors, reference letters and personal essay.
6. The applicant is responsible for gathering and submitting all necessary information and official documents.
7. Committee members and their dependents are **NOT** eligible to apply for or receive this scholarship.
8. The TSSC invites individuals with strong academic backgrounds from the SJAFB community to judge the application packets. Judges and their dependents are **NOT** eligible to apply for or receive this scholarship.
9. Awards are granted without regard to USAF member's military rank, or applicant's race, gender, ethnicity, religion, or disability.

10. Applications **MUST** be postmarked no later than **05 March 2023**. No other delivery method will be accepted (e.g. hand-delivered, e-mailed or faxed.)
11. Incomplete packets will be deemed ineligible. Please retain a copy of all documents for your records and reference. Application packets will not be returned.
12. Applicants will be notified in writing of award decision results. All decisions made by the Judges Panel are final.
13. Please email questions to [TSSC.Scholarships@gmail.com](mailto:TSSC.Scholarships@gmail.com)

### **LIMITATIONS**

1. Scholarship funds are to be used during the 2023/2024 ASY for:
  - a. **High School and Current College Student Applicants:** Undergraduate Studies
  - b. **Spouse Applicants:** Undergraduate or Graduate Studies
2. All funds received shall be applied to tuition and/or associated university fees/costs administered by an accredited college or university. These costs may not be used to cover fees from previous academic years, penalty fees or disenrollment fees. The recipient is liable for any taxes that may result from scholarship award.
3. Payment of scholarship awards will be made directly to the selected school. The recipient **MUST** provide the Scholarship Committee with the name and address of the school which the recipient will attend. This information, along with the **ENROLLMENT VERIFICATION FORM**, **MUST** be postmarked by **1 October 2023**, or the award will be considered unclaimed.
4. The scholarship award, when combined with other scholarships, **MUST NOT** exceed the cost of tuition, fees, books, room and board for the academic year. Any remaining funds **MUST** be returned to the TSSC Welfare Fund.
5. Students accepting an appointment to a military service academy or a full college/university scholarship (to include tuition, fees, books, room and board) become ineligible for this award. Any applicant awarded an TSSC Scholarship and intends to attend a military service academy or intends to use a full scholarship, **MUST** notify the Spouses' Club Scholarship Committee immediately and forfeit the TSSC Scholarship. The TSSC Scholarship will, in turn, be awarded to an alternate applicant.
6. Recipients who accept a scholarship from another military officer'/enlisted spouses' organization become ineligible for the TSSC Scholarship and **MUST** notify the TSSC immediately and forfeit the award. The TSSC Scholarship will, in turn, be awarded to an alternate applicant.
7. As of 2017, prior recipients of a TSSC Scholarship are eligible to apply for and receive the TSSC Scholarship for the 2023-2024 ASY. Prior recipients may apply for the scholarship each year as long as all requirements are met.

### **GENERAL ELIGIBILITY**

#### **ALL applicants MUST meet the following requirements:**

1. Applicant **MUST** be a legal military dependent child or the non-military spouse (or widow/widower) of an active duty, reserve, guard, retired, MIA/POW, or deceased member of the United States Air Force.

2. Applicant **MUST** have a minimum cumulative un-weighted 3.1 GPA based on a 4.0 scale.
3. Applicant accepting a full college/university scholarship may **NOT** accept an TSSC Scholarship.
4. Military sponsor's permanent duty station **MUST** be SJAFB or duty station immediately following SJAFB recognized as "officially unaccompanied" by SJAFB.

**OR**

Be a dependent child (up to age 23) or dependent spouse of a SJAFB civilian employee only when civilian employee is retired military or is a current member of the SJAFB TSSC prior to the application process.

**ELIGIBILITY BY APPLICATION CATEGORY**

**In addition to meeting General Eligibility Criteria, applicants must fulfill the requirements for their corresponding category:**

**HIGH SCHOOL applicant MUST meet the following requirements:**

1. Applicant **MUST** be a candidate for graduation from high school or certified home school program for the current school year and plan to attend an accredited college or university during the 2023/2024 ASY.
2. Applicant **MUST** attend a high school in the SJAFB/Wayne County community. (Exceptions may be considered when all other eligibility requirements are met. Contact Scholarship POC for clarification.)

**CURRENT COLLEGE STUDENT applicant MUST meet the following requirements:**

1. Applicant **MUST** be enrolled in an accredited college/university, working toward an undergraduate degree at the time of application and attending an accredited college/university during the 2023/2024 ASY.
2. Applicant **MUST NOT** be older than 23 years old.

**SPOUSE applicant MUST meet the following requirements:**

1. Applicant **MUST** be enrolled in an accredited college/university, working toward an undergraduate OR graduate degree at the time of application and attending an accredited college/university during the 2023/2024 ASY.
2. Spouse applicants may be full or part-time students, although part-time will receive a lesser scholarship amount.

### **APPLICATION INSTRUCTIONS**

1. Print legibly in **BLACK INK** or **TYPE**, using only available spaces on this form. Do not use back of form. Do not print double sided. Do not attach a resume.
2. In the case of a deployment, TDY or remote assignment, the sponsor's spouse or duly appointed guardian may sign for the sponsor.
3. It is important that the applicants provide all qualifying information in the application categories (Educational, Employment, Community/Volunteer Service, Community/Club Activities, High School Activities, Awards/Honors.)
4. Scholarships are awarded based on a point-based system. Please provide additional data sheets as necessary to gain maximum points.
5. Mail the completed application and any supporting documents via USPS in a 10x13 (or larger) envelope to:

**Spouses Club Scholarship Committee  
ATTN: TSSC  
P.O. Box 11354  
Goldsboro, NC 27532**

6. Deliveries requiring live signature (Fed-Ex, UPS, etc.) will **NOT** be accepted.
7. Your completed packet **MUST be post-marked no later than 05 March 2023.**

## **Application Completion Checklist**

This application becomes complete and valid only when all the pages listed below are delivered. All materials **MUST** be submitted at the same time. Each page of the application **MUST** include the last four digits of the applicant's SSN. Copy only the pages indicated and submit. Do not staple, but paper clip together in the following order:

- Personal Data Sheet
- Sponsor's current orders or DD 214 Form
- Sponsor's DD 1172-2 Form, signed by an MPS official, to verify dependent status, **ONLY** if applicant is **NOT** included on Sponsor's orders. (Please call MPS at 919-722-8702 with any questions about obtaining the form.)
- Two (2) copies of the Educational, Employment and Community Service Data Sheet(s)
- Two (2) copies of the Activities and Awards Data Sheet(s)
- Two (2) copies of the Essay written by the applicant on one of the following topics (See essay requirements below)
- Transcript(s) supporting all educational data and showing your cumulative un-weighted GPA. (SEE TRANSCRIPT INSTRUCTION PAGE)
- Two reference letters from persons who know you well. Letters may not be written by a family member. No more than two references will be accepted.
- Signed Certification Document

**All forms MUST be signed. Make a copy of the completed application packet for your personal records.**

## **Transcript Instructions**

1. Grade reports and copies of transcripts are **NOT** acceptable in lieu of your official transcripts in any case.
2. College GPA **MUST** be visible.
3. Many colleges and universities now provide official E-Transcripts. TSSC will accept this form of transcript if it comes **DIRECTLY** from your school with an official digital signature or stamp to [TSSC.Scholarships@gmail.com](mailto:TSSC.Scholarships@gmail.com).

### **HIGH SCHOOL APPLICANTS**

1. Official sealed or electronic high school transcript.
2. Include the end of the first semester of your senior year.
3. Homeschooled Applicants:
  - a. Unofficial copy of your high school transcript
  - b. Copy of Form 4140 or Acknowledged Letter of Intent to Homeschool, signed by the principal of the neighborhood school and complex/district area supervisor.

### **CURRENT COLLEGE STUDENT APPLICANTS**

1. Official sealed or electronic high school transcript or GED.
  - a. Required only if applicant has less than one year in college or university.
2. Official sealed or electronic college transcript.

### **SPOUSE APPLICANT**

1. Unofficial copy of your high school transcript or GED.
  - a. Required only if applicant has less than one year in college or university.
2. Official sealed or electronic college transcript.

## **ESSAY REQUIREMENTS BY APPLICANT CATEGORY**

**(Choose ONE essay topic and use it as your essay title)**

### **HIGH SCHOOL APPLICANTS**

How has having a family member in the military shaped your life?

**~OR~**

Write about someone who has influenced your life and why.

### **CURRENT COLLEGE STUDENT APPLICANTS**

Who has been the most influential person in your life? Why?

**~OR~**

How has having a parent serve in the Air Force shaped your college experience?

### **SPOUSE APPLICANTS**

What does service mean to you? Share with us your most defining moment in serving your country, town, or community and how that moment contributed to who you are today.

**~OR~**

How has being a military spouse influenced your desire to pursue education in your career field?

### **FORMAT REQUIREMENTS**

- Type essay on 8.5" x 11" white bond paper, double-spaced, 1-inch margins, 500-1000 words in length, with 12pt Times New Roman font.
- Place your SSN (Last four **ONLY**) in the upper right corner and word count at the end of the essay.
- Ensure that you use the question that you choose to answer as your essay title.
- Essay must be original. Can not be used from previous applications.
- **DO NOT** use your name, school, position, or other identifiers in the essay.

**Judging criteria will include: Ideas, originality, mechanics, technicality, vocabulary, organization, and overall impression of the essay. Refer to policies and procedures.**



## PERSONAL DATA SHEET

**DISCLOSURE:** The principle purpose of this information is to facilitate award of scholarship funds to education centers and determine eligibility. Information may be disclosed to federal, state, and local education institutions for the purpose of allocating awards to scholarship recipient accounts, the TSSC for accounting purposes, and to verify military dependent eligibility. Applications are kept on file for one year then shredded. Disclosure of SSN information is voluntary. However, this form will not be processed without the applicant's and sponsor's requested SSN data.

<b>APPLICANT'S INFORMATION</b>		
Name: LAST	FIRST	MIDDLE
Applicant's Last 4 Digits of Social Security Number (SSN):		
Street Address:		Applicant's Military ID Card Expiration Date:
City/State:		E-mail Address:
ZIP:		Home/Cell Phone Number:
Name of High School/College Currently Attending:		Name of College Planning to Attend:
Address of College Planning to Attend:		
<b>Scholarship Applicant Category:</b> (Must Choose One) <ul style="list-style-type: none"> <li>• HIGH SCHOOL</li> <li>• CURRENT COLLEGE STUDENT</li> <li>• SPOUSE: Full-Time OR Part-time</li> </ul>		
<b>SPONSOR'S INFORMATION</b>		
Name: LAST	FIRST	MIDDLE
Sponsor's Eligibility Category: (Check One) <ul style="list-style-type: none"> <li>• Active Duty</li> <li>• Retired</li> <li>• Deceased</li> <li>• Guard</li> <li>• Reserve</li> <li>• POW/MIA</li> </ul>		
Rank/Grade:		Sponsor's Last 4 Digits of SSN:
Sponsor's Organization/Unit:		Sponsor's Relationship to Applicant:
Organization/Unit Address:		Duty Phone Number:
Current Mailing Address (if different than applicant's)		E-mail Address:
Home/Cell Phone Number:		Sponsor's ID Card Expiration Date:

How did you hear about this scholarship? \_\_\_\_\_

### APPLICANT INFORMATION

- Please provide any and all qualifying information in the application categories (Education, Employment, Community/Volunteer Service, Community/Club Activities, High School Activities, Awards/Honors).
- Scholarships are awarded based on total points. Points are awarded in the categories of: Work Experience, Community/Volunteer Service, Clubs/Activities, Awards, Leadership/Positions, Commitment, and on your Essay. All information including the hours/dates of employment/service/activities are needed.
- Please complete information as follows, listing most recent first:  
 ~**High School Applicant:** Grades 9-12  
 ~**Current College Applicant:** Freshman through Junior Years of College  
 ~**Spouse:** The Previous Three Years
- Verification of any employment/service/activity participation may be required. Include hours through 01 March 2022. Please include additional sheets if necessary.

EDUCATIONAL DATA			
High School(s)/College(s) attended (Name, City, State):	GPA	Dates Attended From Month/Year to Month/Year	
EMPLOYMENT/INTERNSHIP DATA			
Job Description (Include Name, City, and State as applicable)	Estimated Total Hours (per week)	Dates Employed From Month/Year to Month/Year	
COMMUNITY/VOLUNTEER SERVICE: List volunteer work with service, religious and other community organizations			
Organization (Name, City, State)	Position/Title	Estimated Total Hours	Dates Volunteered From Month/Year to Month/Year
COMMUNITY AND CLUB ACTIVITIES: List non-school related athletics, clubs or activities.			
Organization (Name, City, State)	Position/Title	Estimated Total Hours	Dates Participated From Month/Year to Month/Year

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<b>HIGHSCHOOL AND COLLEGE ACTIVITIES</b>		
List the activity and place the descriptive symbol in the appropriate grade/year column.		
(C)-Captain (P)-President (T)-Treasurer (M)-Member (CC)-Co-Captain (VP)-Vice President (S)-Secretary (L)-Letter (O)-Other		
Activity	Position	Description, Estimated Hours and Year(s) Participated
<i>Example: School Musical</i>	<i>O</i>	<i>12<sup>th</sup> Lead Role, 120 total hours</i>
<i>JV Football</i>	<i>CC, M</i>	<i>Center Position, 160 hours/year</i>
<i>National Honor Society</i>	<i>P</i>	<i>Honor Society, 1 hour/month</i>

<b>AWARDS/HONORS</b>		
High School, College, or Service/Volunteer Award/Honor and Organization	Description of Award/Honor	Grade/Semester and Year
<i>Example: Honor Roll/Dean's List</i>	<i>3.9 GPA</i>	<i>Freshman/Fall 2011</i>
<i>PTSA Reflections</i>	<i>1<sup>st</sup> Place Literature</i>	<i>9<sup>th</sup>, 10<sup>th</sup> Grades</i>
<i>Key Spouse Volunteer of the Year</i>	<i>22 ARW</i>	<i>May 2012</i>

<b>INTENDED COLLEGIATE AREA OF STUDY</b>	
<b>Major:</b>	<b>Minor:</b>

**High School Applicants:** See your High School Counselor for scores, transcripts, and signatures.  
**HIGH SCHOOL COUNSELOR:** Please complete the following and submit a complete high school transcript.  
**Current College/Spouse Applicants:** Complete High School Scores data (as applicable) and submit transcripts as outlined in the transcript instructions. ACT/SAT scores are not needed.

<b>HIGH SCHOOL SCORES</b>	
Critical Read:                  Math:                  Writing:	ACT:                  SAT:
Unweighted GPA (4.0 Scale):	Class Rank: _____ of _____
Number of Weighted/AP Courses:	
Counselor's Name:	Counselor's Phone Number:

SCSC 2022 Scholarship Application Applicant's last 4 digits of SSN \_\_\_\_\_

Counselor's Signature:	Date:
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## CERTIFICATION DOCUMENT

I further certify that should I accept a Team Seymour Spouses' Club Scholarship Committee (TSSC) Scholarship Award, I will abide by the following conditions:

1. Scholarship funds are to be used for undergraduate/graduate studies (as applicable) within the 2022/2023 academic school year (ASY).
2. All funds received shall be applied to tuition and/or associated university costs administered by an accredited college or university. These costs may include books, fees, room or board but may not be used for past or current penalties or disenrollment fees. The recipient is liable for any taxes that may result from scholarship award.
3. I will have until **1 JULY 2023** to complete and sign a **Notice of Acceptance of Award**. In failing to do so, I will forfeit the award and it will, in turn, be awarded to an alternate applicant.
4. As a scholarship recipient, I **MUST** provide the name and address of the school I will attend for the 2022/2023 ASY along with the **Enrollment Verification Form** to the scholarship committee **NO LATER THAN 1 OCTOBER 2023**.
5. After receiving the **Notice of Acceptance of Award** letter and the **Enrollment Verification Form**, the scholarship award, along with a cover letter with the terms of the scholarship will be mailed directly to the college or university.
6. The scholarship award, when combined with other scholarships, **MUST NOT** exceed the cost of tuition, fees, books, and room and board for the academic year. Any remaining funds **MUST** be returned to the TSSC Welfare Fund as soon as possible.
7. If I accept an appointment to a military service academy or a full scholarship (to include tuition, fees, books, room and board), I will be ineligible for this TSSC Scholarship Award.
8. If I accept a scholarship from another military officers'/enlisted spouses' organization, I will be ineligible for this TSSC Scholarship Award.
9. I am a responsible citizen in good standing with the school and the community.
10. It is my responsibility to notify the TSSC Scholarship Committee of any change of status (e.g., change of schools, change in address, etc.). Failure to do so may result in the forfeiture of my scholarship award.
11. Unclaimed funds as of **1 October 2023**, revert to the TSSC Welfare Fund.
12. If any of the above conditions are violated, scholarship funds **MUST** be returned to the TSSC Welfare Fund.

I agree that my signature on this form will authorize the TSSC Scholarship Chair to release this application, including social security number, GPA, and transcript(s) to the Scholarship Committee, as needed.

I certify that all information in this application is accurate to the best of my knowledge, and the essay is entirely my own effort.

### APPLICANT'S NAME:

Printed \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

### SPONSOR'S NAME:

Printed \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_