

## CENTRAL DAUPHIN HIGH SCHOOL PTSO

437 Piketown Road  
Harrisburg, PA 17112

Dear Senior Student PTSO Member:

This year the CDHS PTSO is pleased to be able to provide several scholarship awards to deserving senior PTSO members who plan to continue their education and have been members of the PTSO for at least two years (senior year and one prior year). If you have been a member of the CDHS PTSO for the required two years, you are invited to apply for a PTSO scholarship.

The CDHS PTSO is a service organization and therefore the focus of the PTSO's scholarship program is recognition of service. PTSO scholarships are awarded to recognize student service to the school, community and self. Financial need will *not* be a consideration in selection or award. Scholarship awards are funded through a combination of membership dues, donations, and various PTSO fundraising programs throughout the year. Last year, the PTSO awarded over \$4,000 in scholarships! The amounts of this year's scholarship awards will be announced by May's PTSO membership meeting.

Attached hereto is the application packet which contains the application forms, procedures, and requirements. Please thoroughly review the entire packet and requirement before you begin completing it.

To be considered for a CDHS PTSO Scholarship, a hard copy of your complete application with all required forms and signatures must be turned in to the **CDHS Guidance Office on or before Wednesday, March 31, 2021**. Scholarship recipients will be announced and presented with their awards at the Senior Awards Program in May.

### IMPORTANT:

- Senior students must meet the two-year PTSO membership requirement to be eligible for a scholarship award, the student must be a PTSO member in senior year and have at least one prior year of membership (freshman, sophomore and/or junior). Exception: a senior transfer student must only be a member in senior year. Applications of ineligible students will NOT be considered.
- A complete application submission will contain the scholarship application cover sheet form, the four required forms describing your service activities to self, school, community and PTSO, your one-page essay response, one required reference letter of recommendation, and written documentation which confirms your post-secondary plans.
- Please use provided forms; do not submit an activities' resume in substitution. You may type on the provided forms and use additional pages with the exception of the essay which is a one page maximum.
- INCOMPLETE Applications and/or LATE Applications received in the Guidance Office after March 31, 2021 will NOT be accepted or considered.

On behalf of the PTSO Executive Board and the Scholarship Committee, I congratulate you on your upcoming graduation and wish you success with your future plans. If you have any questions about the application materials or process, please email me.

Sincerely,  
Danica Sorry, Chair CDHS PTSO Scholarship Committee  
dlstorry@gmail.com

### Attachments:

- Scholarship Application Cover Sheet Form
- Service to Self Form
- Service to School Form
- Service to Community Form
- Service to PTSO Form
- Other Requirements procedures for: Essay, Letter of Recommendation, Letter of Acceptance, and Decision Letter
- Application Checklist

**Central Dauphin High School 2021 PTSO Scholarship  
Application Cover Sheet Form**

**NOTE:** Completed applications must be received in the Guidance Office on or before **Wednesday, March 31, 2021** to be considered.

**Applicant (Student):** Name \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Parent/Guardian:** Name \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Formal Request:** I request that this, my formal application for a PTSO scholarship, be given consideration, and do affirm that all information contained herein is, to the best of my knowledge, true and correct. If I should be awarded a scholarship and begin study at a post-secondary institution but leave voluntarily or otherwise before completing my first semester, I shall repay directly to the Central Dauphin High School PTSO any monies (not exceeding the amount of the award) that become refundable.

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

**Concurrence by Parent/Guardian:** I hereby concur with the above application and agree to all provisions and information provided herein.

Signature of Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_

**Central Dauphin High School 2021 PTSO Scholarship  
Service to Self Form**

**Student Name:** \_\_\_\_\_

Service to Self: List and describe any self-enrichment or improvement activities and coursework taken for self-enrichment at school or at other institutions. Examples: Rotary leadership seminar, government seminar, certifications (Red Cross, lifesaving, etc.), high school enrichment classes, private lessons, etc. List approximately how much time you spent doing the activity per day, week, month or year.

**Central Dauphin High School 2021 PTSO Scholarship  
Service to School Form**

**Student Name:** \_\_\_\_\_

Service to School: List and describe your school related extracurricular activities from 9th grade to present. For each activity list the school years you were in the activity, example: 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> and about how much time you spend doing the activity per week, month or year. Identify positions/offices held, year(s) you served in those capacities. List any awards, accomplishments, or special school recognitions such as Varsity Letter, Most Improved, Sportsmanship award, Student of the Month, etc.

**Central Dauphin High School 2021 PTSO Scholarship  
Service to Community Form**

**Student Name:** \_\_\_\_\_

Service to Community: List and describe activities outside of school, include participation in volunteer activities, community activities, religious institutions and work experience from 9th grade to present. For each activity list the years you were in the activity and about how much time you spend doing the activity per week, month or year. Identify positions/offices held, year(s) you served in those capacities. List any awards or special recognitions such as Most Improved, Sportsmanship award, Employee of the Month, etc.

**Central Dauphin High School 2021 PTSO Scholarship  
Service to PTSO Form**

**Student Name:** \_\_\_\_\_

Service to PTSO: List the school years you were a member of the PTSO, example: 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grade. List and describe any activities, involvement or ways you supported the PTSO from 9th grade to present, if any. Also list about how much time you spent doing the activity. This section of the application is new this year and will be considered as a bonus section. It will not hurt your application but can only help it.

## **Central Dauphin High School 2021 PTSO Scholarship Other Requirements**

### **ESSAY**

Essay Question: Keeping in mind the CDHS PTSO is a service organization, please describe your future education and career plans and how service will be part of it.

- Application must include your response to the essay question listed above.
- Please attach your response as a separate document with your name on the top.
- The essay should be no longer than one single-spaced, typewritten page.
- Content, grammar and spelling will be considered.

### **Letter of Recommendation**

Submit one personal recommendation letter. Letter may be from clergy, scout leader, work supervisor, teacher, club advisors, coach or any other professional who knows you well.

Instructions for the person writing the letter on your behalf. The letter should include the following:

- Identify your relationship to the student applicant (clergy, supervisor, scout leader, etc.).
- How long you have known or worked with the applicant in this capacity.
- Provide a character reference for this applicant.
- Why you think the applicant is deserving of the scholarship.

### **Letter of Acceptance from a post-secondary institution**

Provide the letter you received from your post-secondary (two or four-year) institution (college, university, technical or trade school) that you were accepted to and planning to attend. If not yet accepted, then provide a list of schools you applied to.

### **Decision Letter to attend a post-secondary institution**

All scholarship winners must provide a copy of your letter of acceptance (or written documentation) you sent to the institution of your agreement to attend the institution within six months of graduation. This can be provided at time of application or after National College Decision Day. Anyone who wins a PTSO Scholarship must submit their Decision Letter within a week after the CDHS scholarship awards ceremony if one was not already provided.

# Central Dauphin High School 2021 PTSO Scholarship Application Checklist

Application Due Date **on or before March 31, 2021**

Submit a hard copy of your completed application package to the **CDHS Guidance Office**

Prior to submitting your application, please make sure your application packet includes at least the following first 8 items:

1. Application Cover Sheet \_\_\_\_\_
2. Service to Self Form \_\_\_\_\_
3. Service to School Form \_\_\_\_\_
4. Service to Community Form \_\_\_\_\_
5. Service to PTSO Form \_\_\_\_\_
6. Essay \_\_\_\_\_
7. Letter of Recommendation \_\_\_\_\_
8. Letter of Acceptance \_\_\_\_\_
9. Decision Letter\* \_\_\_\_\_

\*Item 9, Decision Letter may be submitted at time of application if you have already made a decision and sent your letter of acceptance to a secondary institution. If you are waiting until National College Decision Day, you may submit your decision letter later. Any student who wins a PTSO Scholarship must submit their Decision Letter within a week after the CDHS scholarship awards ceremony if one wasn't previously submitted.