

2023 FRA Education Scholarship Program
FRA Member Scholarship
Deadline: Postmarked No Later Than April 15, 2023

RULES

1. You may apply for FRA Member Scholarships if the applicant or sponsor is a member in good standing of the FRA, currently or at time of death. The applicant must be an FRA member; spouse; dependent biological, step, or adoptive child; or biological, step, or adoptive grandchild; or biological, step, or adoptive great grandchild of the FRA member. FRA Member Number must be provided on the application.
2. All entries must be complete, accurate, legible, and printed in **black ink**.
3. We define **Sponsor** as an **FRA member** in good standing (living or deceased).
4. We define **Head of Family** as the person who provides support (housing, food, financial support etc.) to the applicant.
5. We define **Dependent** as an individual who meets the U.S. IRS definition as it relates to the sponsor or head of family.
6. Ensure that the information you enter about the sponsor accurately describes his/her latest military status. For example, if the sponsor is on active duty, the information must describe current affiliation, status, etc. If the sponsor is retired or deceased, the affiliation, status, etc., must be that which pertained to the sponsor at the time of retirement or death.
7. **Gross income** is to reflect total income from **all** sources. This includes investment income, savings income, retirement incomes, and all forms of military pays (base pay, BAH, BAS, family separation, sub pay, flight pay, combat/hazardous duty pay, etc.)
8. **Net income** is to reflect taxable income reported to IRS on last filed income tax statement.
9. Applicant must sign the application form and ensure it is also signed by the head of family. Through your signatures, and in consideration for the ability to participate in the scholarship process, you hereby grant the right for any information to be independently verified and waive any and all liability or appeal for the process and the selections made (including not being selected).
10. **Most important** – We must receive official or certified academic documents (i.e. high school, trade school/community college, and/or college transcripts, test scores), your essay, your school and community activities sheet, and two recommendations in order for us to consider any application for any FRA Education Foundation Scholarship.
11. We do not acknowledge receipt of applications, if the application was submitted correctly, or if you were not selected for a FRA Education Foundation Scholarship. If an applicant wants to know if their application has been received, please enclose a self-addressed stamped postcard (not an envelope) that states: “FRA Scholarship application has been received.” We will date it and mail it back to you.
12. **Scholarship recipients are notified via e-mail by early July.** Recipient must **1) be a U.S. Citizen, 2) be attending a trade school/community college, or college, full time, located in the U.S., and 3) not have received or will not be receiving scholarships, awards or grants that fully pay tuition for the fall 2023 semester.** If you are selected to receive a FRA Education Foundation Scholarship, your photo and excerpts from your essay may be used for promotional materials. **FRA is unable to notify applicants who’ve not been selected for a scholarship.**

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INSTRUCTIONS

1. Read all instructions carefully. Review and understand all instructions before mailing.
2. **Essay Requirement:** Required of **ALL Applicants**. The essay need not be a defined length. Essay should be typed or printed neatly in **black ink** and must be legible to the adjudicator. The essay should address why you want to go to trade school/community college or college and what you intend to accomplish with your certificate/degree. Consider the essay your résumé. Sell yourself to the adjudicator as you would to a future employer. Cite life experiences, career objectives and what motivates you to select these objectives.
3. **School and Community Activities Sheet:** Required of **ALL Applicants**.
 - On a separate sheet of paper list your extracurricular school and community activities, and awards. **If you have no extracurricular activities** or awards please insert a page stating that.
4. **Academic Documentation:** Required of **ALL Applicants**. Please use the Transcript Release Form located herein on Page 7.
 - **ALL Current High School Students, Trade School/Community College Freshmen and College Freshmen:** Provide official high school transcript, SAT/ ACT scores and trade school/community college, and college transcript, if applicable.
 - **ALL Current Undergraduate Students (Freshmen see above):** Provide trade school/community college, or college transcript.
 - **ALL Graduate Students and Doctoral Candidates:** Provide transcript from your most recent two years of education or transcripts from your most recent, highest degree completed.
5. **Character Recommendations:** Required of **ALL Applicants**. Provide exactly two recommendations, one academic and one community. Please use form located herein on Page 6.
 - Academic recommendation (teacher, professor, dean, academic mentor, faculty advisor, etc.)
 - Community recommendation (pastor/priest/rabbi, overseer of volunteer work, beneficiary of community work you may have done, scout master, employer – someone within your community who can speak to your character and contributions outside of academia)
6. **ALL Applicants:** Copy and use the forms provided herein to request release of your transcripts and obtain the requested character recommendations. It is both wise and polite to supply a pre-addressed stamped envelope to the person you are asking to provide your recommendation. Fill in your name on the recommendation and follow up to make sure your recommendations and school transcripts have been mailed prior to midnight on April 15.
7. **ALL Applicants:** Submit one complete set of documents: application (pages 3-5), essay, and activity sheet. Transcripts and recommendations may be mailed in with applicant package (preferred) or directly from reporting source.
8. **ALL Applicants:** Must be US Citizen, registered as a full time student in a Trade School or accredited college located in the United States of America.
9. **Mail Application To:** FRA EDUCATION FOUNDATION
ATTN: FRA MEMBER SCHOLARSHIP
125 N. WEST STREET, ALEXANDRIA, VA 22314-2754

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APPLICANT INFORMATION

Applicant Name: Last, First, Middle

Maiden Name (if currently married):

Home Address: Mailing Address, City, State, Zip

In September 2023, I will be registered as a student in: Trade School/Community College College Post Graduate

Home Phone Number:

Cell Phone Number:

Email Address as of 6/1/23:

Date of Birth:

Gender:

U.S. Citizen:

Marital Status:

M F

Y N

Where did you hear about the FRA scholarships?

SPONSOR INFORMATION

Sponsor Name: Last, First, Middle

Sponsor Address: Mailing Address, City, State, Zip (at time of death if applicable)

Last Rank, Rate, or Grade Held:

Date of Discharge/Retirement:

If Deceased, Date of Death:

Did Sponsor Die While on Active Duty:

Y N

Relationship of Sponsor to Applicant:

Sponsor's Email Address:

Please Check All That Apply:

- A. The sponsor is: FRA Member Membership # _____ FRA Branch # _____
- B. The sponsor is: Living Deceased
- C. The sponsor's military affiliation: Navy Marine Corps Coast Guard
- D. The sponsor serves/served as: Regular Reserve
- E. The sponsor's military service: Commissioned Officer Service Only
 Commissioned Officer w/ Enlisted Service Enlisted Service Only
- F. The sponsor is: Retired Active Duty Reserve
 Veteran – Honorably Discharged

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FINANCIAL INFORMATION

Name of Head of Family:	Home Telephone #:
Occupation:	Work Telephone #:
Email Address:	Relation to Applicant:

Address if Different from Sponsor:

Gross Family Income: (See Rule #7 on Page 1)	Net Family Income: (See Rule #8 on Page 1)
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Number in Household:	Number in Household enrolled in Trade School/Community College, and College for 2023 Fall Semester:
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List Amount(s) for Each Trade School/Community College, College Student enrolled in 2023 Fall Semester:

Tuition: \$	Room and Board: \$	Other Fees: \$
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APPLICANT'S FINANCIAL STATEMENT

Aid from Parent or Guardian (Annual Total): \$	Applicant's Savings and Income: \$
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Educational Resources Received or Awarded for Next School Year (If necessary, use an additional sheet of paper.)

Veterans Benefits: \$	Social Security: \$	Other: \$
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Loan(s): \$	Scholarship(s): \$
Source(s):	Source(s):

Grant(s): \$	Total of all Funds Available for Education During Year for Which Application for Scholarship is Made:
Source(s):	\$

Additional Comments: The applicant/parent/head of family/sponsor may comment on any specific circumstance that they desire to bring to the attention of the scholarship committee that impacts the financial status described above.

Signature of Head of Family:	Date:
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SCHOOL, COMMUNITY EXTRACURRICULAR ACTIVITIES, AND AWARDS

On a separate sheet of paper, list school, community extracurricular activities, and awards.
 (See **Instruction #3 on Page 2**)

APPLICANT'S EDUCATIONAL INFORMATION

Name of High School Currently Attending or High School Graduated From:	Dates(s) of Attendance:	Graduation Date:
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Address of High School Currently Attending or High School Graduated From:

Name of Trade School/Community College or College Attended:	Date(s) of Attendance:	Graduation Date:
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Address of Trade School/Community College or College Attended:

Name of Trade School/Community College or College Attended:	Date(s) of Attendance:	Graduation Date:
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Address of Trade School/Community College or College Attended:

Name and Address Trade School/Community College or College Attended: to Which Applied:	Accepted: (Yes or No)

APPLICANT'S WORK EXPERIENCE

Name of Employer:	Dates of Employment:	Description of Job:

Important – We must receive: This completed application (pages 3-5) and one complete set of documents (essay, activity sheet, transcripts, and recommendations) in order to consider any application for an FRA Education Foundation Scholarship.

I have read and understand the Rules on Page 1 and Instructions on Page 2 and certify the information herein is correct to the best of my knowledge.

_____ Date

Applicant's Signature

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RECOMMENDATION

Instructions to the person making the recommendation: Please answer the following questions as best you can. If necessary, use additional sheets of paper. **Seal the completed recommendation in an envelope and sign your name across the sealed flap on the back and return to the student for mailing with his/her application (preferred method) or send completed recommendations to:**

FRA EDUCATION FOUNDATION
ATTN: FRA MEMBER SCHOLARSHIP
125 N. WEST STREET
ALEXANDRIA, VA 22314-2754

Recommendation for:: NAME OF STUDENT _____

Recommendation by: NAME OF RECOMMENDER _____

Title/position: _____

Phone number: _____ EMAIL: _____

Relationship to applicant: _____

- this is an academic recommendation this is a community based recommendation

Question #1: Describe the capacity in which you've known the applicant. What accomplishments or character qualities do you feel make him/her worthy of a scholarship award?

Question #2: How does the applicant compare to peers? Are there any particular challenges or leadership qualities the applicant has met that warrant your special recommendation?

Question #3: What other information about this applicant should the scholarship committee consider in making its decision?

Signature : _____

Date: _____

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Transcript Release and Request Form

Applicant: Submit This Page to Your School or College Counselor or Official

Privacy Act Statement

Purpose of this request is to obtain academic information about applicant. The information will be used by the scholarship sponsoring organization to evaluate applicant's academic achievement and character. Applicant must authorize release of transcript data.

The high school/college named below has my permission to release my official transcript to the scholarship sponsor indicated below:

 (Signature of Student)

Mail to: FRA EDUCATION FOUNDATION
 ATTN: FRA MEMBER SCHOLARSHIP
 125 N. WEST STREET
 ALEXANDRIA, VA 22314-2754

Instructions for high school/trade school/community college/college officials:

Academic officials are requested to complete this form. Please attach a copy of the student's official transcript, including grades achieved, SAT or ACT scores and forward to the scholarship sponsor indicated above.

Provide the following information even if given on transcript. Please use the 4.0 grading scale.

STUDENT'S NAME: (LAST, FIRST, MIDDLE)		
Name of High School/Trade School/Community College/College:		
Address of High School/Trade School/Community College/College:		
Student's Dates of Attendance:		
Cumulative High School GPA: (4.0 Scale)		Cumulative Trade School/College GPA: (4.0 Scale)
SAT/Reading:	SAT/Math:	SAT/Writing
ACT Composite:		
High School Class Size:		High School Rank:
Remarks by counselors or teachers that may be beneficial to the Scholarship Adjudicator		
Name of School Official:		Title:
Signature of School Official:		Date:

Please Remember to Submit Official Transcripts

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Tips on Mailing Applications

- **Assemble all your materials (application with essay and activity sheet; exactly two signed and sealed recommendations; and signed and sealed transcripts) and mail in the same envelope. This will ensure we receive completed applications. We do not accept electronic submissions of any materials – all must be mailed.**
- **A note about transcripts: We will accept student issued transcripts as long as they are in signed and sealed envelopes from the school.**
- **A note about recommendations: If we receive more than two recommendations on your behalf, they will not reviewed.**
- **If you are submitting a FRA Member Scholarship Application you are also eligible for the LA FRA Scholarship (applications must be sent in separate envelopes.) However, you are NOT eligible to submit a FRA Non-Member Scholarship Application.**
- **We do not acknowledge receipt of applications, if the application was submitted correctly, or if you were not selected for a FRA Education Foundation Scholarship. If an applicant wants to know if their application has been received, please enclose a self-addressed stamped postcard (not an envelope) that states: “FRA Scholarship application has been received.” We will date it and mail it back to you.**
- **Please do not staple or paperclip any materials in your package.**