

***TIMOTHY S. HAY MEMORIAL SCHOLARSHIP  
APPLICATION AND GUIDELINES***



**Sponsored by: The Potomac District Church School Council  
Washington Conference  
2<sup>nd</sup> Episcopal District**

**Rt. Rev. James Levert Davis, Presiding Bishop  
Rev. Ronald E. Braxton, D.Min., Presiding Elder**

**TIMOTHY S. HAY MEMORIAL SCHOLARSHIP ENDOWMENT  
POTOMAC DISTRICT CHURCH SCHOOL COUNCIL  
WASHINGTON CONFERENCE  
AFRICAN METHODIST EPISCOPAL CHURCH**



**APPLICATION**

1. Applicant's Name \_\_\_\_\_  
Last First Middle

2. Address \_\_\_\_\_  
Number Street Name Apt. #  
\_\_\_\_\_  
City State Zip Code

3. Home Telephone ( \_\_\_\_\_ ) \_\_\_\_\_

4. E-mail Address \_\_\_\_\_

5. High School/College you are attending:  
Name of School: \_\_\_\_\_

Location of School: \_\_\_\_\_  
City State

6. Church Affiliation: \_\_\_\_\_  
Name of Church

Location of Church: \_\_\_\_\_  
City State

7. Pastor's Name: \_\_\_\_\_

8. Church School Superintendent: \_\_\_\_\_

9. List all Church School and Church Activities in which you participate, and any offices held:\*

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10. List all Community/School Activities, Honors and Accomplishments.\*

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(\*You may attach a resume that includes this information, but it must be clearly identifiable.)

11. Cumulative Grade Point Average (GPA) \_\_\_\_\_

(Transcript must be included and clearly state the student's cumulative GPA)

**NUMBERS 12 AND 13 ARE TO BE COMPLETED BY HIGH SCHOOL STUDENTS ONLY**

12. Sat Scores: Reading/Writing \_\_\_\_\_ Math \_\_\_\_\_

13. University or College You Plan to Attend:

Name of Institution: \_\_\_\_\_

Location of Institution: \_\_\_\_\_

City

State

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Church School Superintendent

\_\_\_\_\_  
Date

**The Application Deadline is May 1, 2019**

**Mail Directly to: Timothy S. Hay Memorial Scholarship Committee**

**c/o Ellen A. Fizer, Chairperson**

**19051 Poplar Ridge Road Brandywine, MD 20613**

**TIMOTHY S. HAY MEMORIAL SCHOLARSHIP ENDOWMENT  
POTOMAC DISTRICT CHURCH SCHOOL COUNCIL  
GUIDELINES**

**Eligibility Criteria:** Scholarship awards are available for students who meet the following criteria:

1. A *current* member of one of the Potomac District Church Schools,
2. A graduating high school senior or a continuing undergraduate student under the age of 26,
3. Not a previous recipient of a scholarship award from the Timothy S. Scholarship Endowment,
4. A minimum cumulative grade point average (GPA) of "C+" (2.5 on a 4 point scale). If the cumulative GPA is not clearly identified on your transcript, you must provide an official document from your school indicating your cumulative GPA.
5. Proof of enrollment or acceptance in an accredited post-secondary institution, and
6. Submission of all required application materials by **May 1, 2019**, which consists of the following:
  - The completed Timothy S. Hay Memorial Scholarship Application, signed by both the applicant and the Church School Superintendent. ***The application must be typed.***
  - An **official** copy of your high school/college transcripts, and verification of GPA and SAT scores. ***High School Seniors – Please obtain verification of your 12<sup>th</sup> grade, first semester grades and cumulative GPA. Please check with you High School Counselor. You must also provide a copy of your first semester grade report if these grades are not included on your official transcript.***
  - Two letters of recommendation: One from either your Church School Superintendent or Teacher; and one from your principal, or a **current** instructor or counselor/advisor, **none of whom shall be related to the applicant. All school recommendations must be on school letterhead.**
  - No more than a one or two page essay, which should include a biographical sketch and discussion of your career goals. ***The essay page limit will be strictly enforced.***

**Notice to Applicants:** It is the applicant's responsibility to ensure that all application materials are complete and submitted before the **May 1, 2019** deadline. All application documentation must be received (*not postmarked*) by the application deadline. ***Late applications will not be considered.*** All application materials should be mailed directly to:

Timothy S. Hay Memorial Scholarship Committee  
c/o Ellen A. Fizer, Chairperson  
19051 Poplar Ridge Road  
Brandywine, MD 20613

The announcement of scholarship recipient(s) will be made at the 2019 Potomac District Church School Youth Explosion (Convention). The actual scholarship award(s) will be made once the recipient(s) has/have provided adequate proof of registration/enrollment at an accredited college or university for the 2019-2020 school year.