

Scholarship Application Package



P.O. Box 13234

Roanoke, VA 24032-3234

<https://iviesincorporated.org>



Dear Graduating High School Senior:

Ivies Incorporated of the Roanoke Valley[®], based in Roanoke, Virginia is a non-profit public charity organization that supports and enhances the quality of life in the communities that it serves through work with local and national partners. That work is carried out through volunteerism, financial contributions, and scholarships.

One of our most important goals is to provide scholarships to graduating high school seniors from the Roanoke Valley and surrounding counties so that they can further their educational endeavors at an accredited college or university.

Scholarships are awarded based on academic achievement and financial need.

Please find enclosed a scholarship application packet.

To be considered for a scholarship, students **must**:

- **Complete** the *entire application form* (2 pages) by responding to **all areas on the application**;
- **Submit two (2) signed letters of recommendation** from individuals who can attest to your character, academic preparation, and community service (letters do not need to be submitted in sealed envelopes);
- **Submit** an *official transcript* that is **signed by your school counselor and mailed in a sealed envelope from the high school** that you are attending;
- **Submit** a resumé; and
- **Submit** a *short essay of at least 250 words, not to exceed 300 words*, indicating “why” you are interested in receiving a scholarship from Ivies Incorporated of the Roanoke Valley[®].

A checklist is included to ensure that you have completed and included all necessary documents to complete your application.

The deadline for submitting all documents is **Friday, May 26, 2023**. *All application submissions are final as of that deadline with no exception. Late submissions will not be accepted for consideration for an award.*

If you have questions, please contact Sandra P. Davis, Scholarship Committee Chair, at 201.788.8212.

We wish you the best as you complete your high school career and make plans for an exciting future!

Sincerely,

Cleopatra Kitt, Ph.D.

Cleopatra Kitt, Ph.D., President
Ivies Incorporated of the Roanoke Valley[®]

Sandra P. Davis

Sandra P. Davis, Scholarship Committee Chair

**Ivies Incorporated of the Roanoke Valley[®], based in Roanoke, Virginia is an incorporated entity exempt from federal tax under the Internal Revenue Code (IRC): Section 501(c)(3).*

SCHOLARSHIP APPLICATION

Name of Applicant: _____ Date of Birth: _____

Address: _____ City: _____ State: _____

Telephone number: _____ (home) _____ (cell)

School: _____

Class rank: ____/____ GPA: ____ **Applicant must have a cumulative average of at least a "C".**

Please attach the following:

- Recent camera-ready headshot photo of yourself (to be used for publication purposes only).
 - Photo must be in a JPEG/JPG or PNG file.
 - Photo (*no "selfies"*) may be scanned and e-mailed to iviesscholarships2023@gmail.com.
 - Include your name on the back of your photo if mailed with your application.
 - Photo will not be returned and will be considered property of Ivies Incorporated of the Roanoke Valley®.
- A **sealed copy** of your **official** high school transcript that is **signed** and mailed by your school counselor **OR** that is included in the mail with your application.
- A copy of your SAT and/or ACT scores.
- Two (2) letters of recommendation for individuals who can attest to your character, academic preparation and community / volunteer service.
 - Letters must include your name, as well as the **letter writer's full name, title, address, e-mail address, current telephone number, and signature.**
- A detailed resumé including your volunteer / community experiences, extra-curricular activities, work history, and any honors and achievements you have received.
- A typed short essay, in at least 250 not to exceed 300 words, briefly explaining your reason(s) for applying for a scholarship from Ivies Incorporated of the Roanoke Valley® and your future plans.

Please answer the following questions:

- Has either of your parents or sibling(s) attended college? _____ Yes _____ No
- Has either of your parents or sibling(s) graduated from a four-year college? _____ Yes _____ No
- Is the college to which you are applying (check one): _____ In-state _____ Out-of-State
- List all colleges to which you have been accepted and/or currently attending.

_____	_____
_____	_____
_____	_____
_____	_____

Scholarship Application

Father's / Legal Guardian's name: _____

Father's / Legal Guardian's occupation: _____

Currently residing with Father / Legal Guardian: Yes _____ No _____

Mother's / Legal Guardian's name: _____

Mother's / Legal Guardian's occupation: _____

Currently residing with Mother / Legal Guardian: Yes _____ No _____

Number of persons in household: _____ Number of family members in college: _____

Total family income (√ where applicable): _____

_____ Under \$10,000 annually

_____ \$10,001 - \$25,000 annually

_____ \$25,001 - \$45,000 annually

_____ \$45,001 - \$60,000 annually

_____ \$60,001 - \$75,000 annually

_____ \$75,001 - \$100,000 annually

_____ \$100,001 and up annually

Are you from a single parent household? Yes _____ No _____

Are you an Emancipated Student? Yes _____ No _____

With your signature, you certify that the enclosed information is a true representation of you, the applicant.

Applicant's signature: _____ Date _____

Parent / Legal Guardian's signature: _____ Date _____

APPLICATION MUST BE POSTMARKED BY FRIDAY, MAY 26, 2023.

Kindly mail completed application to:

Ivies Incorporated of the Roanoke Valley®
 Attn: Scholarship Committee
 P.O. Box 13234*
 Roanoke, VA 24032-3234
 *Certified Mail Is Not Accepted at This P. O. Box

Disbursement of all scholarship awards will be contingent on receipt of proof of registration / enrollment in an accredited college or university.

Scholarship Applicant Checklist

Form / Document	Instructions	Task Completed √
Application Form	Included a completed and signed application form that is signed by both you and a parent / legal guardian (if not an emancipated student). If an emancipated student, indicated on the application form where applicable.	
Recent Photo	Included a recent head-shot camera-ready photograph (no selfies please) in a .jpeg/.jpg or .png file that will be used for publication purposes.	
Sealed / Official High School Transcript	Included an official transcript that is signed by a school counselor and submitted in a <i>sealed school envelope</i> .	
Two letters of Recommendation	Included recommendation letters from persons who can identify you and attest to your character, academic preparation and community / volunteer service. The letter writer must include his/her <i>full name, title, address, e-mail address, current telephone number, and signature</i> .	
Resumé	Included volunteer / community experiences, extra-curricular activities, work history, and any honors and achievements that you have received.	
Short Essay	A typed document, in at least 250 not to exceed 300 words , briefly explaining your reason(s) for applying for our scholarship and your academic future plans to attend an accredited college or university.	