



TO: Seniors of Dr. Paul Kelley Volunteer Academy

FROM: Debbie Boles
Knox County Council PTA

SUBJECT: **2020 Application for the Knox County Council PTA Dr. Paul Kelley Memorial Scholarship**

Thank you for your interest in the Knox County Council PTA Scholarships. Enclosed you will find:

1. Guidelines
2. Application
3. Reference forms for:
 - a. Principal or Guidance Counselor - Once completed, this form should be returned to KCC PTA in a sealed envelope with their initials on seal.
 - b. High School Teacher - Once completed, this form should be returned to KCC PTA in a sealed envelope with their initials on seal.

I urge you to read and follow all the guidelines carefully. A transcript of your grades and documentation of special needs is also needed with the application. **Some helpful hints: write clearly, request help as needed, complete all sections, make sure all forms are signed, and return on or before the January 10, 2020 deadline.** Late or incomplete forms will be disqualified. Any and all information you submit in your application is very important. Materials will be shredded after final selections have been made.

Submit completed applications on or before the January 10,

2020 to: Knox County Council PTA
Attn: Scholarship Committee
P.O. Box 31882
Knoxville, TN 37930

This scholarship may be used for any type of study you choose and having been awarded other scholarships does not disqualify you from this scholarship. If you have any questions, please contact Debbie Boles at scholarships.kccpta@gmail.com . Good luck!

Sincerely,

Debbie Boles
Scholarship Chair
Knox County Council PTA



To: High School Seniors

The Knox County Council PTA will offer the Dr. Paul Kelley Memorial Scholarship to a deserving senior at the Dr. Paul Kelley Volunteer Academy seeking to further his/her education through College/University or additional training other than College/University.

Knox County Council PTA Dr. Paul Kelley Scholarship General Guidelines:

1. Applications are only accepted from students of the Dr. Paul Kelley Volunteer Academy.
2. All qualified applicants will be judged based upon the following criteria:
 - a. Student should need financial aid
 - b. Student should be academically qualified for college admission
 - c. Student should express a desire for the scholarship
3. Scholarships will be given to students attending an accredited school or college of their choice. The Knox County Council PTA Treasurer will forward the recipients' checks to the schools or colleges in time for registration. Money will not be given directly to students.
4. Recipients must enroll by the first semester (or quarter) of the 2020-2021 school year. Recipients failing to meet enrollment will forfeit their scholarship. The scholarship will then be awarded to an alternate.
5. One alternate will be selected; however, the names will not be released unless a chosen recipient cannot fulfil his/her duties.
6. Applicants may receive other scholarships in addition to the Knox County Council PTA scholarship.
7. Applications must be returned to Knox County Council PTA no later than **January 10, 2020**. Please allow at least 5 business days for mail delivery. Applications received and postmarked after the due date will not be considered. Applications should be **mailed to:**

Knox County Council PTA
Attn: Scholarship Committee
P.O. Box 31882
Knoxville, TN 37930

8. Scholarship recipients will be notified by February 10, 2020. Scholarship recipient and their family is invited to attend the Knox County Council PTA Student Award Banquet on Monday, February 24, 2020.

Questions: contact Debbie Boles at scholarships.kccpta@gmail.com.



**FORM 1: APPLICATION FORM
KNOX COUNTY COUNCIL PTA SCHOLARSHIP**

SECTION I: PERSONAL INFORMATION

Name: _____
 LAST FIRST MIDDLE

Address: _____
 STREET OR POST OFFICE BOX NUMBER

City: _____ Zip code: _____

Home phone number: _____ Cell: _____

Email address: _____

Date of birth: _____ Place of birth: _____

Sex: _____

SECTION II: FAMILY INFORMATION

Parent 1: _____

Address: _____

Employer: _____

Occupation: _____

Annual Income: _____ Other income: _____

College attended: _____

Parent 2: _____

Address: _____

Employer: _____

Occupation: _____

Annual income: _____ Other income: _____

College attended: _____

List siblings living in same household or in college:

Name	Age	In college?
_____	_____	_____
_____	_____	_____
_____	_____	_____

If more room is needed for additional siblings, please attach on a separate sheet of paper.

SECTION III: STATEMENT OF NEED

Please briefly state why you need this scholarship (attach additional documents if necessary):

SECTION IV: GOALS

College/University/School Preference: _____

Career Preference: _____

State the goals which you hope to attain in higher education:

*Attach additional documents if necessary.

SECTION V: EXTRACURRICULAR ACTIVITIES

List the school, church and community activities in which you have participated in during high school. (May include sports, work, etc.)

*Attach additional documents if necessary.

SECTION VI: ATTACHMENTS

Please make sure that everything is mailed together. Reference letters should be sealed in an envelope by the person writing it and they need to initial on the seal.

	Please Initial
1. High school transcript from school office	_____
2. Reference forms: Principal – Form 2	_____
High school teacher – Form 3	_____
3. Personal essay	_____

Complete and return forms on or before Friday, January 10, 2020. (Please allow at least 5 days for mail delivery). Incomplete or late applications will not be considered.

PLEASE MAIL TO:

Knox County Council PTA
Attn: Scholarship Committee
P.O. Box 31882
Knoxville, TN 37930

Applicant's signature: _____

Questions: please contact Debbie Boles scholarships.kccpta@gmail.com



FORM 2: KNOX COUNTY COUNCIL PTA SCHOLARSHIP - REFERENCE FORM

This form is to be completed by the principal or guidance counselor. Once completed, please place in a sealed envelope with the principal or guidance counselor’s signature across the seal. This form may be returned to KCC PTA by the student or mailed to KCC PTA Attn: Scholarship Committee, P.O. Box 31882, Knoxville, TN 37930 by January 10, 2020.

Contact Debbie Boles scholarships.kccpta@gmail.com with any questions.

Student’s name: _____

Name of individual completing form: _____

The student named above is applying for one of the Knox County Council PTA Scholarships. By answering these questions honestly and frankly, you will aid the scholarship committee in its decision. Any information you provide will be confidential.

KNOWLEDGE OF STUDENT

How well do you know the student?

Very well _____ Fairly well _____ Casually _____ Not at all _____

This reference form is being completed based on:

Personal knowledge _____ Official Records _____ Report of others _____

Have you had contact with this student outside of school? If yes, please explain.

EVALUATION OF STUDENT

Weighted GPA: _____ GPA: _____

Has the student taken the normal college prep courses? _____

Has the student taken any honors courses? _____ If yes, what courses? _____

Please use the back of this form for any additional comments that you would like to make about this student to help us make our decision. Thank you.

Signature: _____ Date: _____

School: _____ Title: _____



FORM 3: KNOX COUNTY COUNCIL PTA SCHOLARSHIP - REFERENCE FORM

This form is to be completed by high school teacher. Once completed, please place in a sealed envelope with the teacher’s signature across the seal. This form may be returned to KCC PTA by the student or mailed to KCC PTA Attn: Scholarship Committee, P.O. Box 31882, Knoxville, TN 37930 by January 10, 2020. Contact Debbie Boles scholarships.kccpta@gmail.com with any questions.

Student’s name: _____

Name of individual completing form: _____

The student named above is applying for one of the Knox County Council PTA Scholarships. By answering these questions honestly and frankly, you will aid the scholarship committee in its decision. Any information you provide will be confidential.

KNOWLEDGE OF STUDENT

How well do you know the student?

Very well _____ Fairly well _____ Casually _____ Not at all _____

This reference form is being completed based on:

Personal knowledge _____ Official Records _____ Report of others _____

Have you had contact with this student outside of school? If yes, please explain.

EVALUATION OF STUDENT

Weighted GPA: _____ GPA: _____

Has the student taken the normal college prep courses? _____

Has the student taken any honors courses? _____ If yes, what courses? _____

Please use the back of this form for any additional comments that you would like to make about this student to help us make our decision. Thank you.

Signature: _____ Date: _____

School: _____ Title: _____



FORM 4: PERSONAL ESSAY

On a separate sheet of paper, either type (double spaced) or neatly write your personal essay explaining why you think you are a good candidate for this scholarship. Please do not exceed one page.