



## Scholarship for Excellence Application Requirements

HBC (Higginbotham Bros. & Co.) created the *Scholarship for Excellence* award program to encourage and assist in the educational pursuits of our community's graduating seniors.

### Permissible uses of funds:

Payment of tuition and fees required for enrollment, books, supplies and/or equipment required for courses of instruction at an accredited four-year university, junior college or TEA-approved trade schools that offer an associate degree.

### Criteria for applying:

Must be a graduating senior from the Class of 2020.

Must have maintained a minimum 2.50 cumulative grade point average (GPA) on a 4.0 scale. High school counselors must verify and certify the accuracy of the stated GPS by signature and date. (Home school students must provide a copy of transcript from high school level course work.)

Must meet the federal entrance requirements at an accredited four-year university, junior college or TEA approved trade school to which you apply.

Must be enrolled as a full-time student (12-hour minimum).

Total scholarship awarded will be \$1,000. HBC will pay \$500 for the fall semester upon receipt of voucher, invoices or official letter providing proof of enrollment. The first installment will be made payable to the school's financial aid or business office.

Recipient is required to submit proof of spring enrollment and sustained 2.00 GPA from fall semester to qualify for the remaining \$500. Final installment will also be made payable to the school's financial aid or business office.

NOTE: If recipient's cumulative GPA falls below 2.00 or if the recipient fails to register as a full-time student for the spring semester, recipient will be placed on probation for one semester. If probationary issues are not corrected within the following semester, the remaining scholarship funds allotted to that student (\$500) will be revoked. If the recipient fails to enroll or register for any course work during the spring semester, then the remaining scholarship funds allotted to that student (\$500) will be revoked.

### Other Important Information:

- Applications will be submitted to the selection committee to be graded on the criteria mentioned above.
- Applications will be accepted no later than 5:00 PM on April 3, 2020.
- Notification process will begin in May.

For more information about the scholarship program you may contact Donna Coolbaugh, Human Resources Director at (325) 200-4818 or [donna@higginbothams.com](mailto:donna@higginbothams.com). Applications MUST be sent back via United States Postal Service to Higginbotham Bros. & Co., Attn: Donna Coolbaugh, P.O. Box 392, Comanche, TX 76442. Any applications submitted to us via email will be rejected.



## Scholarship for Excellence Application Form

Applications will be received no later than 5:00pm, April 3, 2020

Name: \_\_\_\_\_

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

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

City, State & Zip: \_\_\_\_\_

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

Parent's/Guardian's Name: \_\_\_\_\_

In applying for this scholarship, I am aware that:

- I must provide HBC with proof of enrollment from an accredited post-secondary institution of which I will be considered a full-time student.
- I agree to permit the review of this application and my school records by anyone representing HBC and its appointed Scholarship Review Committee.
- I must provide HBC a digital copy of my cap and gown graduation picture immediately following notification of my award or risk losing my scholarship.
- I give HBC permission to use my name and photo in the local newspaper and/or social media.

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

- Attach application, essay and two letters of reference testifying to your talents, financial need and seriousness of purpose.

*Thank you for the time in completing this application.*

# Scholarship for Excellence Application-continued

Applicant's Name: \_\_\_\_\_

## Part 1 - High School Information

Name of High School: \_\_\_\_\_

Size of Graduating Class: \_\_\_\_\_ Projected Class Rank: \_\_\_\_\_

Cumulative GPA (based on 4.0 scale): \_\_\_\_\_

GPA Certification (Counselor Name, Signature and Date):



\_\_\_\_\_ Counselor's Name

\_\_\_\_\_ Counselor's Signature \_\_\_\_\_ Date

## - College Information

Indicate intended major: \_\_\_\_\_

College or University Plans (1<sup>st</sup> choice): \_\_\_\_\_

(2<sup>nd</sup> choice): \_\_\_\_\_

## Part 2 - Family Information (no names, please):

Father/Guardian Occupation: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Mother/Guardian Occupation: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

## Part 3 - Additional Information

Do you currently have a job? \_\_\_\_\_ If yes, where: \_\_\_\_\_

Do you plan to work while attending college?  Yes  No  Unknown at this time

Estimated cost of Fall and Spring semesters at top two college choices (include books, fees, tuition, etc):

Choice 1: \$ \_\_\_\_\_ Choice 2: \$ \_\_\_\_\_

List potential sources of financial aid or anticipated funding for your college tuition and supplies.

(Family support, PELL Grant, student loan, scholarships, etc.) and indicate status:

<u>Source</u>	<u>Amount (per semester)</u>	<u>Pending</u>	<u>Approved</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Scholarship for Excellence Application-continued

Applicant's Name: \_\_\_\_\_

**Part 4 - Extracurricular and Community Activities** (attach additional sheet, if necessary)

List any school-related or community activities and any special honors you have received including date occurred, and responsibility.

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List any academic awards you have received during your high school or college and the date/year received.

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**Part 5 - Essay**

Attach a 500 word essay concerning your views on the following:

*"Give a brief explanation of why you chose your field of study and why the scholarship should be awarded to you."*

\*Please return all required documents to:

Higginbotham Bros. & Co.

Attn: Donna Coolbaugh

P.O. Box 392

Comanche, TX 76442

Any applications submitted to us via email will be rejected.