

AHAIN Scholarship Fund - Ralph E. Biggs Scholarship 2017 Application for Non-Traditional Students



Thank you for your interest in the AHAIN Scholarship Fund. This scholarship was established by the Affordable Housing Association of Indiana (AHAIN) to promote education and expand opportunities for residents of affordable housing in Indiana.

In 2017, the AHAIN Scholarship Fund will award the Ralph E. Biggs Scholarship in the amount of \$1,500 per year (or \$750 per semester) for educational expenses, with a maximum four years of funding. The scholarship fund welcomes applications from students residing in AHAIN-Member properties.

Non-Traditional Student Applicants Must:

- Be a high school graduate or equivalent and have been out of high school for five years or more;
- Be accepted at or enrolled as a full-time student at an accredited 2- or 4-year college, university or an accredited vocational educational school;
- Currently reside in an AHAIN-Member property;
- Be a United States citizen or permanent legal resident;
- Demonstrate a substantial work history that reflects the likelihood of academic achievement; and
- Demonstrate financial need.

Scholarship Recipient Expectations:

If you are selected as the scholarship winner, the AHAIN Scholarship Fund will provide you with \$1,500 per year (or \$750 per semester) to assist you in paying for expenses related to your enrollment at the accredited school. Pursuant to the requirements of the Internal Revenue Code §117(b), the funds you receive from the Scholarship Program must be used:

- to pay tuition and fees required for enrollment at an educational institution; or
- to pay for fees, books, supplies and equipment required for courses of instruction at such educational institution.

In addition, you will be required to agree:

- That any funds not expended or committed for the purposes of the scholarship set forth above will be returned to the Fund;
- To provide a copy of proof of tuition payment at a college or university for the term for which the scholarship is awarded;
- By January 1st and June 1st of each year, you will submit evidence of continuing eligibility, including evidence of tuition billing and continued occupancy of you and/or your family in an AHAIN-Member property.
- To provide a grade report showing that a minimum Grade Point Average (GPA) of 2.0 each semester was maintained, while taking at least 12 credits. If in any semester you do not maintain this standard, then the AHAIN Scholarship Fund may terminate the scholarship or may, in its sole discretion, place you on probation for one semester. In such case, failure to achieve this standard in the next applicable semester will result in termination of the scholarship.

Only completed applications will be considered and all applications must be received by the AHAIN Scholarship Fund **on or before the deadline of April 13, 2017.**

Please be sure to:

1. Submit a complete application. Incomplete applications will not be considered.
2. Clearly label all application attachments with applicant name and information, and submit electronically with the application.
3. Send all supporting documents, including academic transcripts and signed letters of recommendation, to the AHAIN Scholarship Fund.
4. Electronic submission of application is preferred. Please submit all application materials via email to ahunt@inaha.org. Official test scores, transcripts, and letters of recommendation may be mailed to the AHAIN Scholarship Fund office.

SUBMISSION ADDRESS

Email: **ahunt@inaha.org**

Mailing Address: **AHAIN Scholarship Fund
530 S. 13th Street
Decatur, IN 46733**

Note: All decisions concerning selection of scholarship recipients are made by a Scholarship Selection Committee with the help of staff members, who are solely responsible for the final selections and the awards of scholarships to individuals so selected. The AHAIN Scholarship Fund prohibits the awarding of any scholarship to a relative of any member of the Selection Committee, and prohibits giving consideration of any such award. "Relatives" include ancestors, spouses, siblings, children and the spouses, siblings and children of such individuals. Adopted children and stepchildren are included in this definition.

The information below must be fully completed in order for your application to be considered by the Scholarship Selection Committee. Please ensure that you either e-mail or mail all appropriate documentation to the Scholarship Fund in order for it to be received by the application deadline date, April 13, 2017.

PERSONAL INFORMATION

Full Name: _____

Last

First

Middle

Address: _____

Street Address

Apartment or Unit Number

City

State

Zip Code

Home Phone: _____ Cell Phone: _____

E-mail: _____ Date of Birth: _____

AHAIN MEMBER HOUSING INFORMATION

Name of AHAIN-Member Property: _____

Length of time in AHAIN-Member Property: _____

Property Manager's Name and Phone Number: _____

PERSONAL STATEMENT

Type a two-page statement/essay using the following subject: "Describe your own unique, personal life experiences that have led you to believe that affordable housing should be a vital component of communities throughout the county."

MOST RECENT SCHOOL & TEST INFORMATION

High School or College: _____

Name

City

State

GED or Graduation Date: _____

Type of Diploma/Degree: _____

*High school GPA: _____ *College GPA: _____

**ACT and/or SAT: _____

****If currently enrolled, send your official test scores and school transcripts to the AHAIN Scholarship Fund. Write your latest GPA scores in the space provided. Indicate the appropriate GPA scale.***

***Examples: 4.0 scale: 4=A, 3=B, 2=C
100 scale: 100=A, 90=B, 80=C***

*****PLEASE NOTE: Work History, Volunteerism, and Extracurricular Activities (or, if you are currently enrolled in school, your GPA) may count toward as much as 75% of the determining factors during the selection process.**

WORK HISTORY

For those applicants who have been out of school for five years or more, substantial work history reflecting a likelihood of academic success will be considered in lieu of GPA or standardized test scores.

Provide information on the last 10 years of your work history. If necessary, include additional sheets using the format shown below.

DATES WORKED	NAME AND ADDRESS OF COMPANY	POSITION HELD	DUTIES	SUPERVISOR'S NAME AND PHONE NUMBER

EXTRACURRICULAR ACTIVITIES/VOLUNTEERISM

List all extracurricular activities/volunteerism in which you have participated in the past four years.
 List all leadership positions and offices held. Check years during which you participated.
 If necessary, include additional sheets, using the format shown below.

ACTIVITY	LEADERSHIP POSITIONS/ OFFICES HELD				2014	2015	2016	2017
	2014	2015	2016	2017				

AWARDS, HONORS AND RECOGNITIONS

List all Awards, Honors and Recognitions which you have received in the past five years.
If necessary, include additional sheets, using the format shown below.

NAME OF AWARD/HONOR/RECOGNITION	DESCRIPTION OF AWARD/HONOR/RECOGNITION	DATE RECEIVED

LETTERS OF RECOMMENDATION

Two or more SIGNED letters of recommendation should be submitted with application. At least one should be professional (e.g., employer, school official, etc.) and at least one personal (e.g., coach, pastor, etc.).
The number and quality of recommendations are determining factors for scholarship selection.

Below, list the names of the recommenders. If necessary, include additional sheets using the format below:

1. _____

Name
Title
Relationship
2. _____

Name
Title
Relationship
3. _____

Name
Title
Relationship
4. _____

Name
Title
Relationship

COLLEGE GOALS

Please list all colleges/universities/trade schools to which you have applied.
Which one do you plan to attend? What do you plan to study?
Include copy of acceptance letter and/or proof of enrollment.

ADDITIONAL INFORMATION

Attach a statement/letter of financial need.
This statement may be used as one of the determining factors for scholarship selection.

SIGNATURE*

I hereby certify that all information and supporting documentation are true to the best of my knowledge. I understand that any knowingly false information may disqualify me from consideration for any AHAIN scholarship or be grounds for an offered scholarship to be rescinded.

If I am chosen as an AHAIN Scholarship recipient, I also grant permission for the AHAIN Scholarship Fund to reprint my personal statement/essay for use at the AHAIN Affordable Housing Conference and Annual Meeting. I additionally grant the use of my likeness by AHAIN and the AHAIN Scholarship Fund to promote and market the AHAIN Scholarship.

Signature_____

Date_____

***ELECTRONIC TRANSMITTAL:** *Electronic transmittal of application and supporting documentation to the AHAIN Scholarship Fund is certification that all information and supporting documentation are true to the best of your knowledge. In addition, transmittal provides your agreement that any knowingly false information may disqualify you from consideration for an AHAIN scholarship, or be grounds for an offered scholarship to be rescinded. Actual electronic transmittal will be used as an electronic signature and date. Application and all required supporting documentation must be received by the Scholarship Fund by the Application Deadline, April 13, 2017, to be considered.*

RESIDENCY CERTIFICATION

**(TO BE COMPLETED BY PROPERTY MANAGER AND
SUBMITTED WITH SCHOLARSHIP APPLICATION)**



Applicant Name _____

Apartment Community _____

Apartment Property Manager _____

Property Manager Office Phone _____

Head of Household on Tenant Certification _____

The Applicant _____ is listed on the attached tenant
income certification.

Print Name

Signature

Date

Title

Name of Apartment Complex

Management Company

GOOD STANDING **CERTIFICATION**

**(TO BE COMPLETED BY PROPERTY MANAGER AND
SUBMITTED WITH SCHOLARSHIP APPLICATION)**



Applicant Name _____

Apartment Community _____

Apartment Property Manager _____

Property Manager Office Phone _____

Head of Household on Tenant Certification _____

The Applicant _____ is currently in good standing.

Print Name

Signature

Date

Title

Name of Apartment Complex

Management Company