

Lawrence Lodge of Elks #65  
652 Andover Street  
Lawrence, MA 01843

Dear Applicant and Parent(s),

Attached is the Lawrence Elks' Lodge #65 Scholarship Application. To be considered for one of the Lodge's scholarships, the following ***must*** be submitted, in packet form, to the Scholarship Committee Chairperson, The Exalted Ruler, or the Secretary of the Lawrence B.P.O.E on or before January 31<sup>st</sup>, \_\_\_\_\_.

- *Completed application (Please follow all guidelines outlined within pages 1 and 2)*
- *Official (Stamped and Sealed) High School transcript (must contain SAT scores, rank in class, and GPA - weighted / non-weighted)*
- *Official (stamped and sealed) College transcript*
- *Two letters of recommendation (One from school - teacher or guidance counselor and one from the community)*
- *An original typewritten essay / 350 words or less / signed and dated (See guidelines for topic and information)*
- *Copy of college acceptance letter(s) (where applicable, if already received by applicant)*
- *All parent and student signatures where requested*

Please be sure to return your Lawrence Elks' Lodge #65 Scholarship packet to Mrs. Catherine Henderson, Scholarship Chairperson, Lawrence Elks' Lodge #65, 652 Andover Street, Lawrence, MA 01843 as soon as possible, but ***no later than January 31<sup>st</sup>***, \_\_\_\_\_.

Please make sure that you have followed all directions and guidelines.

If you have any questions feel free to call Scholarship Chairperson Cathy Henderson at (978)-475-5732 or email at bchenderson24@aol.com.

Sincerely,

Catherine Henderson PER  
Scholarship Chairperson

**LAWRENCE ELKS' LODGE #65**  
652 ANDOVER STREET  
LAWRENCE, MA 01843

**APPLICATION GUIDELINES AND INSTRUCTIONS**

***GENERAL***

Applicants must use the official Elks' Lodge #65 application and be a high school senior or a Scholarship award recipient from the previous year. Only one application may be filed per person. Application forms can be obtained at the Lawrence Lodge of Elks, 652 Andover St, Lawrence, MA, or can be downloaded at our Internet site [www.Lawrenceelks.com](http://www.Lawrenceelks.com).

**The application must be dated and signed by you, your parents(s) or guardian, your Elks' sponsor (may only be a parent or grandparent in good standing in the BPOE – no other sponsors will be accepted) and the Scholarship Chairperson.**

Applications and all supporting documents must be in English. Typewritten applications are preferred over handwritten submissions.

References to previous forms submitted will not be accepted. The Lawrence Lodge of Elks does not archive previous applications.

Prior to filing the original application, make a photocopy of your application and records. All applications become the property of Lawrence Elks' Lodge #65. Your completed application should be in a 3-hole paper folder or equivalent.

***ELKS' SCHOLARSHIP AWARDS***

All scholarships are in the form of Certificates of Award issued by the Lawrence Lodge #65, conditional upon enrollment of the student in an undergraduate course in an accredited American college or university. Upon receipt of a "VERIFICATION of ENROLLMENT" form from the proper school officials, a Lawrence Lodge of Elks check will be forwarded to the student recipient of the award.

***TRANSCRIPTS AND SAT / ACT SCORES***

For first year applicants, include complete high school transcript of student grades. SAT or ACT test scores must be included, but may be photocopies that bear an original signature of the proper school authority. Please note that if you are a current college undergraduate student, you need not submit any information relating to your high school experience. All that is required is a copy of your college transcript including this fall's grades and a letter of recommendation from one of your professors or instructors. List any college activities and recent employment you have performed since high school.

***FAMILY INFORMATION / PARENTAL FINANCIAL STATEMENT***

If your parents are divorced or separated, answer the question for the parent you lived with the most in the last twelve months. If you lived with both parents an equal number of days in the past 12 months, you would count the parent that provided you with the greatest amount of support, financial as well as clothing, medical and dental payments, etc. If that parent is remarried, you must include the stepparent's information.

If necessary, please explain on a separate sheet of paper any unusual expenses in the recent past or anticipated in the near future, which may affect your ability or your parents' ability to contribute to your college education. Your parent(s) or guardian must complete the parental financial statement, date and sign.

***APPLICANT ESSAY***

The Applicant Essay is required of **all** applicants. Please see details below. You must prepare an essay of 350 words or less stating: High school seniors-explain the role your leadership has played in high school accomplishments, determining career aspirations, achieving these life goals and preparing for college. Relate how past, present and future activities make the accomplishment of this goal probable. College students-explain how your career and aspirations have changed since attending college. The essay must be dated and signed by the applicant.

### ***LETTERS OF RECOMMENDATION***

Include one letter of recommendation from a responsible community member who is not from your high school nor related to you. The letter may cover your participation in the community in terms of work service, leadership skills, and outstanding recognition.

Include one letter of recommendation from a high school teacher. The letter may cover your ability, work habits, leadership, personality and integrity.

Letters may be originals or photocopies and must be limited to one side of a single sheet of paper, dated and signed by the author. Letters must be current. Last years recommendations will not be accepted.

### ***EMPLOYMENT AND COMMUNITY SERVICE***

List all jobs held and community service performed and/or volunteer hours worked during your previous school semester and the last year prior to this application. Include any part time work, work for a family business, service or other work, even if not paid. List total hours worked, not average hours worked per week.

### ***SCHOOL ACTIVITIES AND ORGANIZATIONS***

List all school activities and organizations in which you have participated and the years of activity, starting with the most recent. Include all scholastic, extracurricular and civic organizations. These activities may include, but are not limited to, such activities as sports, gymnastics, track, softball, etc. Civic activities include activities such as fundraising, benefits, blood drives, etc. and extracurricular activities may include childcare/babysitting, drama, music, photography, etc.

### ***HONORS AND AWARDS***

The following is a list to assist you in completion of the Honors and Awards section of the application. Include awards such as Eagle Scout, Gold Award, Teen of the Year, National Merit Finalist, AP Scholar, major Athletic Award, Honor Roll or other Commendations of Leadership. Include grade(s) each award was won. Please do not abbreviate the names of the awards.

### ***EXHIBITS***

Attach copies of exhibits of achievements in scholarship, athletics, dramatics, community service, or other activities, but avoid repetition. Examples of exhibits include newspaper articles featuring the applicant or letters of commendation from the community.

### ***STUDENT APPLICATION CHECKLIST AND REVIEW***

*See Application Guidelines and Instructions- pages 1 and 2*

- *Completed application (original, typed or neatly written)*
- *Official (stamped and sealed) high school transcript (must contain SAT scores, rank in class, and GPA - weighted / non-weighted)*
- *Official (stamped and sealed) college transcript (must contain GPA)*
- *An original typewritten essay / 350 words or less / signed and dated*
- *Two letters of recommendation*
- *Parental financial statement*
- *Copy of college acceptance letter(s) (where applicable, if already received by applicant)*
- *All parent and student signatures in all designated areas where requested*
- *Copies of exhibits*

All applications must be complete and signed. Failure to complete all sections of this application will reflect negatively on applicant's total score. Applications may be rejected for lack of any of the above items. Please notify the Scholarship Committee Chairman if you have any questions before turning in an incomplete application.

**LAWRENCE ELKS LODGE #65**  
652 ANDOVER STREET  
LAWRENCE MA 01843

**STUDENT SCHOLARSHIP APPLICATION for the \_\_\_\_\_ Academic Year**

**WHO IS ELIGIBLE?** Any child of a Lawrence Elks member who has reached at least the twelfth grade and whose parent(s) or grandparent(s) are members of the Lodge in good standing as of the date this application is filed.

NAME \_\_\_\_\_ S.S.# \_\_\_\_\_  
*PLEASE PRINT OR TYPE*

ADDRESS \_\_\_\_\_  
*STREET*

\_\_\_\_\_ CITY/TOWN STATE ZIP CODE

TELEPHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ AGE \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_

Are you currently an American Citizen? Yes \_\_\_\_\_ No \_\_\_\_\_

If you were not born in the United States, but are a naturalized American citizen, give date, place and Naturalization Number.

Date \_\_\_\_\_ Place \_\_\_\_\_ Number \_\_\_\_\_

If you were not born in the United States, but are a citizen by birth, explain circumstances.

\_\_\_\_\_

**ELK'S Sponsor Signature** \_\_\_\_\_ **Member #** \_\_\_\_\_

**Relationship to Applicant** \_\_\_\_\_ **# Years Member** \_\_\_\_\_ **Date** \_\_\_\_\_

**(All Sponsor Information Required)**

**By signing this application you agree, if asked, to provide information that will verify the accuracy of your completed form. I / we have checked this application for omissions and errors. To the best of our knowledge the information reported is complete and correct.**

*Students Signature* \_\_\_\_\_ *Date* \_\_\_\_\_

*Father/Stepfather/Guardian* \_\_\_\_\_ *Date* \_\_\_\_\_

*Mother/Stepmother/Guardian* \_\_\_\_\_ *Date* \_\_\_\_\_

**FOR LODGE USE ONLY:**

**This application, with attached exhibits, has been reviewed, the statements verified, and is in conformity with the rules and regulations set forth by the Lawrence Lodge of Elks #65 Scholarship Committee.**

**Chairperson Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**SCHOOL HISTORY AND COLLEGE EXPECTATIONS**

NAME OF HIGH SCHOOL OR COLLEGE THAT YOU NOW ATTEND \_\_\_\_\_ GRADE/YEAR \_\_\_\_\_

Does the school offer Honor Courses? Yes \_\_\_\_ No \_\_\_\_ Do you participate? Yes \_\_\_\_ No \_\_\_\_

Grade Point Average \_\_\_\_\_ Weighted? Yes \_\_\_\_ No \_\_\_\_ Class Rank / # Students \_\_\_\_\_

Best Composite ACT score \_\_\_\_\_ Best Composite SAT score \_\_\_\_\_

**(THE ABOVE MUST BE VERIFIED ON YOUR ATTACHED HIGH SCHOOL/COLLEGE TRANSCRIPT)**

COLLEGE YOU HAVE APPLIED TO OR THE COLLEGE WHERE YOU HAVE BEEN ACCEPTED...

COLLEGE / UNIVERSITY \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIPCODE \_\_\_\_\_

**(A COPY OF COLLEGE ACCEPTANCE LETTER (S), WHERE APPLICABLE, IF ALREADY RECEIVED BY THE APPLICANT, SHOULD BE ATTACHED)**

State your planned major: \_\_\_\_\_

Have you been granted scholarship aid from other groups or organizations? If yes, give details:

\_\_\_\_\_  
\_\_\_\_\_

Do you intend to apply for financial aid at the college you plan to attend? If yes, give details:

\_\_\_\_\_  
\_\_\_\_\_

**EXPECTED COLLEGE EXPENSES / INCOME FOR THE UPCOMING ACADEMIC YEAR APPLIED FOR:**

TUITION \_\_\_\_\_ SCHOLARSHIPS /GRANTS \_\_\_\_\_

ROOM/BOARD \_\_\_\_\_

FEES \_\_\_\_\_

BOOKS/SUPPLIES \_\_\_\_\_ LOANS \_\_\_\_\_

OTHER \_\_\_\_\_

\_\_\_\_\_ PARENTAL CONTRIBUTION \_\_\_\_\_

\_\_\_\_\_ PERSONAL SAVINGS / WAGES \_\_\_\_\_

**FAMILY INFORMATION / PARENTAL FINANCIAL STATEMENT**

Whenever the words “father” or “mother” are used, the question also pertains to stepparents and/or guardians. Please notify the Scholarship Committee Chairman if you have any questions before turning in an incomplete application.

FATHER'S NAME \_\_\_\_\_ AGE \_\_\_\_\_ TOWN OF RESIDENCE \_\_\_\_\_

OCCUPATION \_\_\_\_\_

CURRENT MARITAL STATUS: MARRIED \_\_\_\_\_ DIVORCED \_\_\_\_\_ WIDOWED \_\_\_\_\_ DIVORCED \_\_\_\_\_ REMARRIED \_\_\_\_\_ SEPARATED \_\_\_\_\_

MOTHER'S NAME \_\_\_\_\_ AGE \_\_\_\_\_ TOWN OF RESIDENCE \_\_\_\_\_

OCCUPATION \_\_\_\_\_

CURRENT MARITAL STATUS: MARRIED \_\_\_\_\_ DIVORCED \_\_\_\_\_ WIDOWED \_\_\_\_\_ DIVORCED \_\_\_\_\_ REMARRIED \_\_\_\_\_ SEPARATED \_\_\_\_\_

STEPFATHER'S NAME \_\_\_\_\_ AGE \_\_\_\_\_ TOWN OF RESIDENCE \_\_\_\_\_

OCCUPATION \_\_\_\_\_

STEPMOTHER'S NAME \_\_\_\_\_ AGE \_\_\_\_\_ TOWN OF RESIDENCE \_\_\_\_\_

OCCUPATION \_\_\_\_\_

FATHER OR STEPFATHER'S GROSS ANNUAL EARNED INCOME (CURRENT YEAR) \$ \_\_\_\_\_

MOTHER OR STEPMOTHER'S GROSS ANNUAL EARNED INCOME (CURRENT YEAR) \$ \_\_\_\_\_

OTHER MISCELLANEOUS INCOME \$ \_\_\_\_\_

**PLEASE LIST NAME, AGE, RELATIONSHIP, AND CURRENT FULL TIME SCHOOL ATTENDED OF ALL CHILDREN LIVING AT HOME AND DEPENDANT UPON PARENTAL INCOME.**

NAME	AGE	RELATIONSHIP	CURRENT SCHOOL

Father/Stepfather/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Mother/Stepmother/Guardian \_\_\_\_\_ Date \_\_\_\_\_

***STUDENT EMPLOYMENT HISTORY***

<i>COMPANY/ EMPLOYER</i>	<i>TYPE OF WORK</i>	<i>DATES OF EMPLOYMENT / TOTAL HRS</i>

***STUDENT VOLUNTEER / COMMUNITY SERVICE***

<i>EMPLOYER/ORGANIZATION</i>	<i>TYPE OF WORK</i>	<i>DATES OF EMPLOYMENT / TOTAL HRS</i>

***SCHOOL ACTIVITIES AND ORGANIZATIONS***

<i>ACTIVITY</i>	<i>YEAR/GRADE</i>	<i>POSITIONS OF LEADERSHIP</i>

***HONORS AND AWARDS***

<i>NAME OF AWARD OR HONOR</i>	<i>YEAR(S) GRANTED</i>