



Celebrating 35 Years of Giving

## Vashon Community Scholarship Foundation

### Calendar of Important 2021-2022 Scholarship Dates

#### **Student Scholarship Presentation: Tuesday, October 12, 2021 6 pm**

- Student is emailed the Student Guide and Forms before the presentation day.

#### **Scholarship Commitment: Tuesday, November 2, 2021**

All students will submit the following in person at VHS entrance:

- Commitment Form with multiple signatures. (See page 7 of this guide).
- Rough draft of Personal Resume page(s) in outline format (See Pages 3-4 of this guide).

#### **Completed Scholarship Application Turn-In: Tuesday, January 11, 2022**

All students will submit the following in person at VHS entrance.

Your completed scholarship packet in this order:

- Title Page with photo and name
- 1 or 2 page Personal Resume; include Gap Year plan/purpose if you are planning one
- Personal Essay
- 2 Signed Letters of Recommendation
- 4 one-sided collage pages

**Also due: Student Bio for program and VCSF release form**

#### **VCSF Awards Ceremony: Wednesday, May 25, 2022.**

#### **Thank You Notes & Educational Plans: June of 2022**

- Prepare one Thank You note and envelope for each scholarship award received
- Thank You notes must be in a stamped, addressed envelope, with student's return address
- Turn your completed Thank You notes and Educational Plans in VHS office (VCSF box)

#### **Scholarship Monies Sent to Colleges by VCSF – July 2022**

- Scholarship monies are sent to the school the student indicates on the *Education Plans* Form that's turned in with the Thank You notes. Student should verify with their school that their scholarship monies have been credited to their account.
- It is the student's responsibility to notify VCSF of any changes to their plans. Contact VCSF Treasurer:  
Ellen Call, [Vashon.ellencall@gmail.com](mailto:Vashon.ellencall@gmail.com)
- If you change schools unused funds must be returned to VCSF before they can be sent to another school.
- **Deadline for Class of 2022 students to request use of their awarded monies is July 1, 2025**

**Need more information? Forms? [www.vashonscholarshipfoundation.org](http://www.vashonscholarshipfoundation.org)**

**Contact us: [vashonscholarships@gmail.com](mailto:vashonscholarships@gmail.com)**

## SCHOLARSHIP NOTEBOOK CHECKLIST

When you turn in your scholarship application packet on January 11, 2022, it will contain the following in this order:

\_\_\_\_ **TITLE PAGE** -1 page that contains your name and a current photo

\_\_\_\_ **PERSONAL RESUME PAGE(S)** – Can be 1 or 2 pages in ***outline format***. Include the following:

**Education:** Schools you've attended / Your cumulative GPA.

**Clubs and groups in and out of school. Include details of your involvement.**

**Sports in and out of school with length of time played**

**Any additional honors for distinction in academics, sports, clubs or activities**

**Community service with description and extent of your involvement**

**Additional interests or activities**

**Classes you have enjoyed most during high school**

**Most challenging classes**

**Work experience with details of your involvement**

**Brief description of a non-academic accomplishment**

**Brief description of yourself to a stranger**

**Future plans:** school options, anticipated field of study, ideas about your future career, etc.

**References:** Names and contact information for two adults different from those writing letters for you.

\_\_\_\_ **X\_TRANSCRIPT PAGE**

Foundation members will insert into your notebook your transcript that we receive directly from VISD.

\_\_\_\_ **PERSONAL ESSAY PAGE(S)** – Can be 1 or 2 pages in length.

Your essay is to help those viewing your notebook gain an understanding of who you are as a person. Do not simply reiterate your personal data. This piece is often how prospective donors will 'know' you.

Possible topics:

Events, people or places who have influenced you and why.

A special interest, passion or challenge; what it has taught you and where it might lead you.

Your future plans and career goals, including a specific explanation of what you intend to study. Why?

Essays must be at least one full page in length; if an essay has numerous spelling and grammatical errors, the student will be asked to correct and resubmit. A critical reminder is that students are giving permission for their essay to be read by the "public," ie scholarship donors who are community members. Some information from student notebooks will be shared in student tributes during the scholarship ceremony next spring.

\_\_\_\_ **(2) LETTERS OF RECOMMENDATION** - Can be up to 2 pages each.

Two letters. Include letters from:

One high school teacher or community college instructor.

One community member - could be a coach or mentor – NOT a second teacher unless they know you specifically as a coach or a mentor. This may not be an immediate family member such as parents, step parents, siblings, aunt, uncle or grandparents.

Choose the 2 individuals as soon as possible. At the bottom of the Commitment Form, indicate who might write your teacher and your community member reference letters. This form is due back to VCSF on November 2, 2021.

\_\_\_\_ **COLLAGE PAGES** – 4 pages.

A creative display of photos, newspaper clippings, your art, certificates, awards, etc. **Your title page photo and collage pages might be incorporated into a multi-media component of the ceremony.**

**Sample Personal Resume (1-2 pages)**  
**Please use an outline format in this order:**

Finn Hamsun, 222 Westside Highway SW, Vashon, WA 98070

Cell phone: 206-946-0000, Family phone: 206-463-0000, Email: [f58hamsun@uno.net](mailto:f58hamsun@uno.net) Birthdate: March 23, 2003, Seattle, WA

**Education**

- Crown Hill Elementary, Seattle (grades K-2)
- Chautauqua Elementary (grades 3-5)
- Harbor School (grade 6)
- McMurray Middle School (grades 7-8)
- Vashon High School (grades 9-11)
- Running Start at Seattle Central Community College (grade 12)
- Cumulative GPA to date: 3.65

**Clubs and groups both in and out of school (note details)**

- Explorers Program for Vashon Fire and Rescue (2 years)
- Amnesty International (3 years; co-president grade 11)
- UCC Youth Group Choir, Seattle (2 years)
- Honor Society (grade 10 - present)

**Sports in and out of school (note length of time played)**

- Vashon Crew, (2 years; Most Improved grade 10)
- VHS Cross Country (3 years; Most Inspirational grade 9)
- Biking (summer competitions)
- Hiking and camping (Walked across England with my family; frequent day hikes and overnights in the Cascades with friends)
- Snowboarding (grades 8-11)

**Additional honors**

- Rotary Exchange student to Poland (summer 2018)
- Freshman English award

**Community service**

- Pet Protectors Volunteer (Saturday mornings 1 year)
- UCC youth volunteer with Habitat for Humanity (spring break 2 years)
- Food bank garden work (3 weekends)

**Additional interests or activities**

- I play harmonica with a band called Skunk Patrol
- I repair bicycles
- I'm interested in politics (especially this year!)
- I like to read science fiction

**Classes I have enjoyed the most during high school**

- Freshman English
- Anthropology 101 at SCCC

**Most challenging class or classes**

- Math Analysis

**Work experience**

- Yard work for 2 families (summer, grade 9)
- Camp Burton kitchen crew (weekends, grade 12)

**A non-academic accomplishment and why it was important to me:**

- I helped a friend who fell hiking and broke his arm to safety. That experience showed me that I can remain calm in crisis and be resourceful as needed. I would like to get EMT training.

**Describe myself to a stranger:**

- I am funny, smart, energetic and enthusiastic. Math is not my strong point, but I care about people, ideas, and nature. I am the middle of 3 boys. We raise chickens and ducks, sell eggs, and recently worked together to build a new and improved coop.

**Future plans:**

- Attend UW or Evergreen State and maybe graduate school in international relations or law school. I would like to work in intercultural justice.

**2 references with cell phone or email contact information:**

- Ms. Claudia Morse, neighbor, 206-719-0000
- Mr. Ted Swanson, Employer, [handyman@gmail.com](mailto:handyman@gmail.com)

## Helpful Hints – Read Carefully!

Our Donors, the Community Selection Panel and the VCSF Board award scholarships by matching each scholarship's criteria to a student's interests, achievements, and aspirations. Therefore, put a lot of thought into what you say about yourself and how the pages will look to the reader. Neatness, accuracy and correct spelling make a very positive impression. The application packet is meant to be an honest reflection of your personality, interests, accomplishments, and priorities. Remember, however, that your application will be viewed by members of the greater Vashon community. Give only details that you would be comfortable sharing with the general public.

- ☐ **Meet all deadlines.** Special arrangements may be made in extreme emergencies by immediately contacting [vashonscholarships@gmail.com](mailto:vashonscholarships@gmail.com) **PRIOR** such as extreme weather or serious illness, must be approved by the VCSF Board.
- ☐ **Proofread** entire notebook early to have plenty of time to make corrections. Also, ask a second person to proof. They will catch what you miss!
- ☐ Make **photocopies** of certificates, cloth letters, buttons and pins to use on the collage pages. Do not turn in originals. Try to make your collage pages reflect your personality and interests. Donors look for details relating to extra curricular activities such as music, art, gardening, animal care and community service.
- ☐ Please **do not** include additional materials, such as DVDs.
- ☐ The items you include in your application may be useful when making applications for college, other scholarships or employment. Consider making one **photocopy of completed application BEFORE** you turn in. You will not have access to your notebook after turn-in until the Scholarship Ceremony in May.

Need more information? Forms? [www.vashonscholarshipfoundation.org](http://www.vashonscholarshipfoundation.org)

Contact us: [vashonscholarships@gmail.com](mailto:vashonscholarships@gmail.com)

## How to Request a Letter of Recommendation From a Teacher and Community Member

1. **Choose 2 individuals** who can positively describe how you accept challenges and handle responsibilities. This may not be an immediate family member.
  - a. **Ask one teacher** for a recommendation for this notebook.
  - b. **Ask one community member** for a recommendation for this notebook. A coach qualifies as a community member, even if they are also a teacher. They MAY NOT be immediate family members or classmates.
2. **Approach the individuals early (by November 2)** so they have ample opportunity to compose and type their letter for you. Check back to see if the letters have been completed. It is your responsibility to obtain the letters, before Christmas Break, and include them in your notebook for submission on January 11, 2022.
3. Make and keep copies of your letters of recommendation. You may want to use them again for your college applications.
4. When you request a Letter of Recommendation, you are asking a favor. An organized, courteous request makes a good impression, and a verbal thank you or a simple note will be appreciated.

**Need more information? Forms? [www.vashonscholarshipfoundation.org](http://www.vashonscholarshipfoundation.org)**

**Contact us: [vashonscholarships@gmail.com](mailto:vashonscholarships@gmail.com)**

# Vashon Community Scholarship Foundation Scholarship Commitment Form

Student name (print, please) \_\_\_\_\_

(Write the first name you go by; will be used in program; also preferred pronouns)

Student's email: \_\_\_\_\_

Cell \_\_\_\_\_ Text? Yes \_\_\_ No \_\_\_

I, \_\_\_\_\_, along with my parents/guardian, agree to the following:

- Meet all VCSF deadlines and submit 5 forms and disclosure agreements.
- Participate in the ceremony on May 25, 2022. Format of ceremony TBD.
- Submit a written "thank you" to my donor(s).
- Authorize VISD to release my transcript to VCSF.
- I understand that serious misconduct (per VHS Discipline Code) will jeopardize my eligibility, and authorize Vashon Island School District to notify VCSF in the event of suspension or expulsion from VISD.

Student signature: \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_

2<sup>nd</sup> parent signature if parents live separately: \_\_\_\_\_

(We realize that in some cases a 2<sup>nd</sup> parent is neither involved nor available.)

## **Request for Letter of Recommendation from a teacher who has had you in class.**

- This teacher has agreed to sign the letter of recommendation.
- Teacher's name printed: \_\_\_\_\_

## **Request for Letter of Recommendation from a community member:**

- I plan to ask one of the following individuals to write a letter:

---

Need more information? Forms? [www.vashonscholarshipfoundation.org](http://www.vashonscholarshipfoundation.org)

Contact Us: [vashonscholarships@gmail.com](mailto:vashonscholarships@gmail.com)



# VASHON COMMUNITY SCHOLARSHIP FOUNDATION

PO Box 1413, Vashon, Washington 98070

Celebrating 33 Years!

## VCSF SCHOLARSHIP RECIPIENT RELEASE FORM

**This sheet is to be completed and returned with your scholarship notebook on January 11, 2022. PLEASE PRINT ALL INFORMATION.**

VCSF requests your permission to release your photo and/or information about you and your scholarship award, if applicable, to the general public via foundation materials, such as our website, social media pages, brochures, video, or audio, and other print media.

The purpose is to inform the general public, including families, students, teachers, principals, local community leaders, and business leaders about available post-secondary education assistance and also provide information to the public – such as donors and potential donors – that the funds are being distributed as intended.

\_\_\_\_\_ **YES**, VCSF has permission (**parent or guardian if under 18 years of age**) to release information publicly. Specifically, I agree to allow my name, photograph, general biographical information and college information to be published as a scholarship recipient on appropriate public relations occasions. **I release VCSF and their respective [board members and agents] from any and all liability which may arise from the use of such information.**

\_\_\_\_\_ **NO**, VCSF does not have permission (**parent or guardian if under 18 years of age**) to release information publicly.

\_\_\_\_\_  
Student Signature Date

\_\_\_\_\_  
First Name MI Last Name

\_\_\_\_\_  
Mailing Address City State & Zip Code

\_\_\_\_\_  
Student Cell Phone # Student E-mail Address

\_\_\_\_\_  
Parent/Guardian Signature (if student is under 18 years of age) Date

\_\_\_\_\_  
Parent/Guardian Name Parent Phone #

Need more information? Forms? [www.vashonscholarshipfoundation.org](http://www.vashonscholarshipfoundation.org)

Contact Us: [vashonscholarships@gmail.com](mailto:vashonscholarships@gmail.com)



# Vashon Community Scholarship Foundation

## INSTRUCTIONS FOR BIO

We would like you to write your own “bio” to be printed in the VCSF ceremony program.

**Your bio will introduce you to the community in 35-45 words.  
Be specific. Be positive. Be honest. Be yourself.**

Thinking about these questions might give you ideas for your bio:

- Which words and phrases best describe me?
- Which school-related activities or accomplishments mean the most to me?
- Which interests and activities outside of school are important to me?
- What makes me an individual in the VHS class of 2020?
- What do my friends like most about me?
- What are my post high school interests and plans?

Here are some example bios:

I play the bagpipes, row with the Island Rowing Club and work on the Riptide staff. I look for intellectual challenge and enjoy working on group projects. A Rotary exchange experience in Denmark ignited my sense of adventure.

In addition to academics, I enjoy lacrosse, soccer and piano. I like to solve problems and hope to study engineering. My friends know me for my sense of humor, my positive attitude, and my ability to navigate the Hecate Strait!

I am imaginative, quiet and kind. I write fiction and hope to offer the brief escape of a compelling story to my readers. I find strength and inspiration in standing up for social and political change to benefit the common good.

An adventurous Alaskan childhood endowed me with a set of practical skills and a wealth of memories associated with my grandma’s cooking. Intrigued with food and healthy eating, I plan to be a chef in my own restaurant.

I like to write nearly everything, including “to do” lists. My experience as cheer co-captain has honed my confidence. I consider myself a serious student who embraces challenge and approaches life with empathy for others.

**You must submit a copy of your word-processed bio when you submit your scholarship notebook on January 11, 2022. (Editing may be necessary.)**

**At the top of the bio, print your name as you want it to appear in the program.**