

CITY COLLEGE OF SAN FRANCISCO

The Mirtha Lisset Estrada Memorial Scholarship Application

Spring 2008

APPLICATION SUBMISSION DEADLINE: February 22, 2008, 4:00 p.m.

NOTE: BE SURE TO COMPLY WITH DIRECTIONS ON THE FOLLOWING PAGE
Incomplete applications will not be accepted

Last Name

First Name

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Instructions for Completing Your Application

NOTE: Be sure your application is computer generated or typed. To do so, you may:

- 1) Contact the Business Department Chair, Cloud 105, (239-3203) for access to available typewriters.
- 2) Five typewriters are available for student use in the Rosenberg Library. Call 452-5433 to reserve or sign up at the Circulation Desk on 4th floor. One-hour limitation.

To assist you with the application process, we recommend you follow this checklist to ensure that you have taken the appropriate steps in completing the application.

COMPLETE THE APPLICATION CHECKLIST PAGE: Mark the boxes of those scholarships for which you are applying. Some General Scholarships have additional application requirements. Verify that you have completed the additional requirements for these scholarships. Information is available on the Scholarship Listing, the Scholarship Handbook and at the bottom of this page.

OBTAIN LETTERS OF RECOMMENDATION
Please submit two current letters of recommendation from CCSF instructors, counselors or staff who know you and are familiar with your class work and/or school and community activities. **One letter must be from one of your instructors.** Letters should include information that will give the Scholarship Committee insight into your personal qualities, character, special talents, academic attributes, and potential for making a contribution to society. Do not submit more than two letters of recommendation. Letters are to be on CCSF letterhead.

Note: Letters of Recommendation for the CCSF General Scholarship Application must have original signatures. The originals may be copied for use when applying for Select Scholarships or other scholarships that have different applications. Remember that faculty and staff are busy; please give them at least **two** weeks before the deadline to write your letter of recommendation.

PREPARE A PERSONAL STATEMENT
Please prepare a two page personal statement. Please use two separate sheets. **Your statement format is: typed with one inch margins, top, bottom and sides; name and ID in the top right-hand corner; Times New Roman font; 12 point; double-spaced; two pages maximum.**
Be sure to address all of the following items:

1. Please write about what is important to you, your educational and career goals, and the ways in which they are reflected in your accomplishments. Specifically give information about yourself, your family and background, your current activities, interests, employment, educational achievements, special needs, and financial circumstances.
2. Please write about your plans for the future. Discuss your interest in your intended major, explain how your interest in the field developed and describe any related work or volunteer experience. Include information about the steps you are taking to reach your goals.
3. Please explain any excessive "W's" that appear on your transcript.

In addition to content, personal statements are evaluated on organization, creativity, and grammar.

UNOFFICIAL TRANSCRIPTS AND COURSES IN PROGRESS
Please submit an unofficial CCSF transcript and a print-out of your current courses-in-progress. **You may access your transcript online at the CCSF web site. (www.ccsf.edu)**

SIGNATURE

REVIEW YOUR APPLICATION FOR COMPLETENESS

ACTIVITIES

List organizations, clubs and extra-curricular activities in which you have been active at CCSF:

List community and volunteer service:

What college, community and high school awards or commendations have you received?

EMPLOYMENT

Are you presently employed? _____

What work experience have you had? (List most recent job first)

EMPLOYER	TYPE OF JOB	FROM/TO	HOURS PER WEEK	WAGES

NOTE: To obtain maximum credit, you should describe the importance of your activities and/or employment in your personal statement.

Last Name

First Name

The Scholarship Committee finds this information very helpful and encourages you to provide it for all scholarships. If you wish to be considered for one of several conditional scholarships in which the donors stipulate that the recipients meet certain conditions (e.g. financial need, ethnic background, gender, age, etc.) you must complete the applicable sections.

ARE YOU A U.S. CITIZEN, U.S. NATIONAL OR U.S. PERMANENT RESIDENT?

AGE : _____ **GENDER:** _____ **YES** **NO**

PLACE OF BIRTH: _____

MARITAL STATUS: _____ **DO YOU HAVE CHILDREN?** _____ **THEIR AGES:** _____

ETHNIC BACKGROUND : _____

VERIFIABLE DISABILITY: _____

DO YOU CONTRIBUTE TO THE SUPPORT OF OTHERS? _____

IF YES, WHAT IS THEIR RELATIONSHIP? _____

HOUSEHOLD INCOME

My household's annual taxable income for 2007 was:

- | | | |
|----------------------------------------------|----------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> \$0 - \$14,355 | <input type="checkbox"/> \$24,136 - \$29,025 | <input type="checkbox"/> \$38,506 - \$43,695 |
| <input type="checkbox"/> \$14,356 - \$19,245 | <input type="checkbox"/> \$29,026 - \$33,915 | <input type="checkbox"/> \$43,696 - \$48,585 |
| <input type="checkbox"/> \$19,246 - \$24,135 | <input type="checkbox"/> \$33,916 - \$38,805 | <input type="checkbox"/> over \$48,586 |

How many people are being supported by this income? _____

Last Name

First Name

Please give us any additional information that will assist us in evaluating your financial need. If you anticipate a reduction in income, please explain.

How do you plan to pay for your educational and living expenses for the coming year?

I hereby certify that the information provided above is given freely by me and is accurate to the best of my knowledge. I give permission to release this information to the CCSF Scholarship Committee and its designee(s). I understand that information involving current abuse and/or threats of violence must be reported to the Dean of Students as required by law.

SIGNATURE:

DATE:

NOTE: The all decisions of the Mirtha Lissette Estrada Memorial Scholarship Committee are final.