



Mailing Address:
P.O. Box 35390
Detroit, Michigan 48235-0390

SCHOLARSHIP INFORMATION and PROCEDURE

Completed Applications Must Be Returned by: June 30, 2014

1. These Scholarships are administered in accordance with the procedures established by the **Optimist Youth Foundation of Detroit, Inc. (OYF)**.
2. Eligibility is limited to public and private high school graduating Seniors of the Metropolitan Detroit area and Under graduate College students who are former students of a Metropolitan Detroit area public or private school.
3. There are no restrictions as to the accredited institution, college or university, to be attended or the curriculum to be followed. To qualify, an applicant must be in need of financial assistance and **must have demonstrated his/her potential to succeed in the college curriculum to be pursued**. Additional factors such as high school grades, character, citizenship, effort, and ability may be considered.

Graduating Seniors and Undergraduate College Students

1. The procedure and requirements in submitting and preparing application is as follows:
 - a. Application may be requested through the school principal, counselor or teacher. Also application may be requested through other organizations or directly to the Optimist Youth Foundation (OYF), P.O. Box 35390, Detroit, MI 48235-0390.
 - b. **The application consist of Form A and Form B, each MUST be clearly legible in blue of black ink. Form A must be completed by the current high school or in the case of a college student, the former high school. Form B is the financial statement and must be completed by the parent(s). Both fully completed forms must be submitted to the OYF by the return date along with a transcript of the student's high school record, including the 9th grade.**

- c. Applications submitted by a given counselor are to be rated by that counselor, reflecting his/her judgment as to the priority of his/her application. (Form A – Item G).
 - d. It is recommended that counselors submit statements in support of their applicants (Form A – Item G) providing information regarding circumstances not reflected in the data requested on the forms. This will be to the advantage of the applicant.
 - e. The number of scholarships given to graduates of the different high schools is not awarded in proportion to the number of applications submitted.
 - f. If an applicant is offered a grant or a scholarship from another source prior to the time the OYF Scholarships are determined, he/she should be advised to accept it, as this will **not** affect the receipt of a OYF Scholarship.
2. Students who have partially completed an undergraduate program, and who wish to make an application for an OYF Scholarship must submit a complete application. They are expected to submit a transcript of their college record to date, in addition to the data required for graduating high school seniors.
3. Recipients are expected to assume the following obligations, failure to do so will constitute sufficient reason for the termination of their scholarships.
- a. Provide the OYF with a copy of a transcript from the college he/she is attending at the end of each semester or term and an official transcript at the end of the school year.
 - b. Maintain the minimum grade point average required by the college to avoid being placed on scholastic probation.
 - c. Notify the OYF of any change of plans, such as interruption of attendance, transfer to another college, discontinuance of college and receipt of other scholarships or financial assistance.
4. Scholarship recipients who transfer to another college are expected to provide the OYF with an official statement from that college, indicating that they have been granted admission. If they interrupt their attendance by more than a normal summer vacation, their scholarship will be terminated but they may re-apply when re-enter.

**All completed applications and requested documents
must be returned by the date indicated on the reverse side
To
The Optimist Youth Foundation (OYF)
P.O. Box 35390
Detroit, MI 48235-0390**

**OPTIMIST YOUTH FOUNDATION OF DETROIT, INC.
SCHOLARSHIP APPLICATION**

FORM A

(To be completed by the school. Please type or print using blue or black ink)

SCHOOL _____ PRINCIPAL _____

SCHOOL ADDRESS _____ PHONE (____) _____

A. APPLICATION INFORMATION

Last name _____ First name _____ M.I. _____

Address (include apt. no) _____ (City) _____ (State) _____ Zip code _____

Phone number (include area code) _____ Marital status _____ Birth date _____

B. Date of Graduation from high school _____
College(s) attended, if any, after high school _____

College the applicant plans to attend next year: _____

C. Profession or vocation interest _____

D. Rank in Class _____ of _____ students computed on the basis of:

[] all subjects taken [] academic college preparatory subjects only

E. List extra-curriculum activities and leadership positions applicant was involved in (including National Honor Society, Clubs, Sports) while in high school:

F. FAMILY INFORMATION: List the name(s) of the parents or guardian of applicant:

| Full Name | Relationship | Address |
|-----------|--------------|---------|
| | | |
| | | |
| | | |
| | | |

G. COUNSELOR'S RATING OF APPLICANT:

Rating should be a combination of leadership, potential, and character. The Counselor or Principal may submit additional information in support of the applicant in an accompanying letter if desired.

Applicant is rated _____ out of _____ applicants submitted.

I do hereby acknowledge that to the best of my knowledge the information provided by the applicant and the undersigned is essentially true.

SIGNED _____
Counselor or Principal

H. APPLICANT/PARENTAL DISCLOSURE RELEASE OF INFORMATION:

We have checked this form for omissions and errors and to the best of our knowledge the information is complete and correct. We are aware that it is for a college scholarship. Consent is hereby given for the disclosure of the information contained in this form, as well as any other information made available to the OPTIMIST YOUTH FOUNDATION OF DETROIT INC., by the undersigned or others, to the officers and trustees of the Foundation and to any other person authorized by the Foundation to review the information for the purpose of selecting scholarship recipients. Verification may be obtained from any source. We hereby release from liability any person submitting personal information to the Foundation for use in the selection of scholarship recipients.

Signature of applicant

Signature of parent or guardian

Signature of parent or guardian

The parent(s) or guardian and applicant is required to sign this application regardless of whether or not the student has attained the age of 18 years of age.

NOTE: Submit transcript of records by _____ to:

**OPTIMIST YOUTH FOUNDATION OF DETROIT, INC.
P.O. BOX 35390
DETROIT, MICHIGAN 48235-0390**

**OPTIMIST YOUTH FOUNDATION OF DETROIT, INC.
SCHOLARSHIP APPLICATION**

FORM B

(To be completed by the applicant AND parents. Please type or print using blue or black ink)

Deadline for submission of application and official transcripts _____

Request for \$ _____ for attendance at _____
Dollar amount desired (Name of college, university, vocational school)

STUDENT INFORMATION:

Last name First name M.I.

Address (include apt. no) (City) (State) Zip code

Mailing address (if different)

Phone number (include area code) Marital status Birth date

Ethnic Group: Black White Hispanic Other

Social security number

Who do you reside with: Father Mother Stepfather Stepmother Other

1. HOUSEHOLD INFORMATION: List the people that your parents will support during the year you are requesting scholarship funds from the OYF. Include yourself, your parents and any dependent children who are supported 50% or more by your parents. (SEE EXAMPLE) Include other people as part of your family only if they lived with your parents and will receive more than half their support from your parents during the year you are requesting funds from the OYF. If you need more space, attach a separate page.

| Full Name | Age | Relationship | School Attending | Employer | Address of Employer |
|--------------------|-----|--------------|------------------|-------------|----------------------|
| EXAMPLE – Jane Doe | 52 | Mother | None | ABC Company | 123 East St. Det. MI |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

List the Social Security Number for your parent(s) listed under #1 (in above table):

FATHER/GUARDIAN _____ MOTHER _____

Please give make, year, purchase date of any family automobiles(s):

If one of these cars is in the name of the student applicant, indicate Which: _____

2. PARENTS' INCOME AND EXPENSE INFORMATION:

**INCOME
Last Year**

| | A | B | C | D | |
|---------------|---------------------------------------|---------------|-------------------------|-----------------------|---------------------------------------|
| | Salaries and Wages BEFORE taxes | Other Income* | Gross Income (A + B) | Business Expenses* | Net Income BEFORE Taxes (C - D) |
| Father | | | | | |
| Mother | | | | | |
| Totals | | | | | |

*(Itemization on next page required)

Estimated This Year

| | A | B | C | D | |
|---------------|---------------------------------------|---------------|-------------------------|-----------------------|---------------------------------------|
| | Salaries and Wages BEFORE taxes | Other Income* | Gross Income (A + B) | Business Expenses* | Net Income BEFORE Taxes (C - D) |
| Father | | | | | |
| Mother | | | | | |
| Totals | | | | | |

*(Itemization on next page required)

3. PARENT'S PERSONAL LIABILITIES AND ASSETS

| | Last Year (\$) | Estimated This Year (\$) |
|----------------------------|----------------|--------------------------|
| A. *Extraordinary Expenses | | |
| B. Federal Income Tax | | |
| C. State Income Tax | | |
| D. Annuities, Other | Amount | Premium \$ |
| Total | \$ | |

DEBTS

| | |
|---|--|
| E. Other than mortgage and insurance loans* | |
| F. Annual automobile payment(s) | |
| G. Other annual time payments | |
| H. Annual rent or mortgage payment Monthly payment \$ _____ (If owned or buying): Unpaid balance \$ _____ | |
| I. Retirement Payments* | |
| Total | |

ASSETS

| | |
|--|--|
| J. Home (If owned or buying): Present Value \$ _____ | |
| K. Bank Account (Personal and Savings) | |
| L. Stocks and bonds owned | |
| Total | |

4. STUDENT's OWN ASSETS

Please list total assets student has in his/her own name. Such as bank account, trust fund, inheritance, bonds, real estate, personal property such as livestock or auto and matured value of annuities or educational insurance policies. Also list any scholarship or governmental educational benefits expected.

| Nature of Assets (or type of scholarship) | How obtained (donor if a scholarship) | Value (\$) |
|--|--|---------------|
| | | |
| | | |
| | | |
| | | Total |

5. Please attach a copy of the most recent Income Tax (Form 1040, 1040A or 1040EZ).

6. Explain in this space any special circumstances that should be taken into consideration such as divorce or separation arrangements, special care for aged dependents, special housing problems, other children entering college, immediate retirement plans, etc. Itemize items 2(B), 2(D), 3(A), 3(E) and 3(I). Use additional sheet if necessary and attach.

We have checked this form for omissions and errors and to the best of our knowledge the information is complete and correct. We are aware that it is for a college scholarship. Consent is hereby given for the disclosure of the information contained in this form, as well as any other information made available to the OPTIMIST YOUTH FOUNDATION OF DETROIT INC., by the undersigned or others, to the officers and trustees of the Foundation and to any other person authorized by the Foundation to review the information for the purpose of selecting scholarship recipients. Verification may be obtained from any source. Permission is hereby given for the Foundation to make inquiry into the financial status of the undersigned as it deems appropriate. We hereby release from liability any person submitting personal information to the Foundation for use in the selection of scholarship recipients.

Signature of applicant

Signature of parent or guardian

Signature of parent or guardian

The parent(s) or guardian and applicant is required to sign this application regardless of whether or not the student has attained the age of 18 years of age.

NOTE: Submit completed application and supporting documents by _____ to:

**OPTIMIST YOUTH FOUNDATION OF DETROIT, INC.
P.O. BOX 35390
DETROIT, MICHIGAN 48235-0390**