



## TYNGSBOROUGH SCHOLARSHIP TRUST

P.O. Box 547, Tyngsborough, MA 01879

February 2018

Dear Graduating High School Senior,

Congratulations on your upcoming graduation! You may be eligible for a scholarship to continue your education in the 2018/2019 scholastic year. The Tyngsborough Scholarship Trust ("TST") is a non-profit, volunteer organization that raises funds and appropriates scholarships for higher education. TST is the outgrowth of a fund established in 1963 in memory of Richard O. Starkey, a former principal of the Lakeview School.

Any resident of Tyngsborough who is graduating from high school in 2018, plans to attend a post-secondary institution, and fully participates in our April Door to Door Drive and interview, is welcome to apply. Last year TST distributed over \$40,000 in scholarship awards. It has been a TST goal to distribute funds to as many qualifying applicants as possible so it is well worth the effort to apply. **Completed applications MUST BE RETURNED to the Tyngsborough High School Guidance Office by 2:00 p.m. by FRIDAY MARCH 2 or postmarked by 3/2 to: The TST Application Committee, P.O. Box 547, Tyngsborough, MA 01879.** All dates are final and in fairness to all, no late applications will be accepted.

This packet contains a two-page application along with an instruction sheet that includes directions for completing the application, an overview of the April Door to Door Drive activities, and a summary of the important dates.

Please do not hesitate to inquire at the Tyngsborough High School Guidance Office at 649-6316, or to Sue Bowden at 649-3207. It is our goal to recognize and help as many graduating seniors as possible.

Sincerely,

Sue Bowden, President  
Tyngsborough Scholarship Trust



## 2018 Scholarship Application Instructions and Important Dates

### Application Instructions

High School seniors are eligible to apply for a scholarship grant if they meet the following criteria:

- 2.0 GPA or better (students on an IEP with a GPA lower than 2.0 may apply with a recommendation from the Special Education Department. Attach recommendation to this application.)
- Resident of Tyngsborough their senior year

The selection process will include consideration of academic standing, performance on the Door to Door Drive, community involvement, and participation in a 10 minute interview with TST.

**Submit the following information to:** Tyngsborough High School Guidance Office, Norris Road, **no later than 2pm Friday, March 2, or postmarked by 3/2** to TST Application, PO Box 547, Tyngsborough, MA 01879. **Late applications will not be accepted.**

1. Completed Application (2 pages)
2. Letter of Introduction to the Tyngsborough Scholarship Trust describing yourself and your goals.
3. If you do not attend THS, provide a copy of your high school transcript including your grade point average. THS will provide this for their students.

### Door to Door Drive Overview (Participation in the Door to Door Drive is required for a scholarship award)

1. TST has established routes covering Tyngsborough. Each route has a history of typical \$ earnings.
2. Each student is assigned a route and given the target \$ goal for the route which is the minimum dollar amount that is anticipated to be collected from the route. It is the hope of the TST Committee that students will be able to exceed the target \$ goal for their assigned route.
3. Routes are assigned in the order that applications are received and, when possible, students are assigned the route on which they live.
4. Students should wear the Door to Door Drive button provided when canvassing your assigned route. TST publicly announces the Door to Door Drive so residents expect to have students knocking on their doors for donations.
5. Packets include instructions, route sheets with addresses to be canvassed and areas to record your activity and results, receipts, flyers, envelopes and the Drive button. Unused materials are expected to be returned with the final \$ turn in.
6. Routes take about 6 hours to cover if contact is made at all homes.
7. Students are expected to make contact with each home on the route. Leaving a flyer and envelope is a last resort.
8. Students are assigned a TST Committee member as a point of contact and a resource for advice.
9. There are two turn in dates (listed below) for collected funds.
10. No interviews are granted without return of funds and materials by the final date. Interviews are required to receive an award.

### Important Dates

#### **March 2, 2018**

Applications must be turned in to the Tyngsborough High School Guidance Office, Norris Road, **no later than 2pm Friday, March 2, or postmarked by 3/2** to TST Application, PO Box 547, Tyngsborough, MA 01879. **Late applications will not be accepted.**

#### **March 23, 2018**

Drive materials will be distributed to all applicants at THS assembly.  
Students who do not attend THS may contact Sue Bowden at 978-649-3207.

#### **March 23, 2018 – May 2, 2018** Door to Door Drive time frame.

Students should be canvassing assigned route. TST assigned contact in applicant route pack will be available for questions or assistance.

#### **April 11, 2018**

First funds turn in from Drive. A TST Representative will collect funds from 7:00 – 7:30 am in the THS Lobby.  
Otherwise, you may turn in money collected at town hall to a TST representative in the town hall lobby from 5:00 -6:30 pm

#### **May 2, 2018**

Final turn in of funds due – **no exceptions.** Please return all unused materials – envelopes, flyers, receipts & badge. A TST Representative will collect funds from 7:00-7:30 am in the THS Lobby. Otherwise, please turn in money and materials at the Tyngsborough Town Hall lobby between 5:00-6:30 pm.

#### **April 24 and April 25, 2018**

Scholarship Interviews.

Applicant interviews are by appointment at THS in the evening and can be scheduled by calling the THS Guidance office at 978-649-6316. Interviews are approximately 10 minutes long. **Please dress professionally.**

#### **June 2018**

Scholarships are presented to recipients at Graduation Ceremonies or Award Ceremonies.

Recipients will receive a letter indicating award amount and process for claiming award. Awards are paid in two installments, one per semester. Students must supply proof of enrollment each semester such as copy of class schedule, registration, or paid tuition bill.



**Tyngsborough Scholarship Trust**  
**2018 Scholarship Application**  
[www.tyngsboroughscholarshiptrust.org](http://www.tyngsboroughscholarshiptrust.org)

Name: _____
Address: _____ e-mail _____
Phone: _____ High School: _____

**Educational Plans**

What school are you hoping to attend? \_\_\_\_\_

What is your intended major? \_\_\_\_\_

Have you been a resident of Tyngsborough your senior year of high school? \_\_Yes \_\_No

**Please answer the following questions in a letter of introduction on a separate piece of paper.**

1. What did you find was the most valuable aspect of being part of your high school or town?
2. What would be the single most important improvement you would make at your high school?

**By signing this application, I agree to participate in the Door-To-Door Fundraising Drive and the required interview.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Tyngsborough Scholarship Trust reserves the right to use all scholarship recipients' names in our promotional materials.)

Return the signed application with your letter of introduction to the Tyngsborough High School Guidance Office **by 2 pm Friday, March 2, 2018 or postmarked by 3/2 to:**

Tyngsborough Scholarship Trust  
P.O. Box 547  
Tyngsborough, MA 01879

**In fairness to all, this is a strict deadline.**



**Tyngsborough Scholarship Trust**  
**2018 Scholarship Application**  
[www.tyngsboroughscholarshiptrust.org](http://www.tyngsboroughscholarshiptrust.org)

**High School & Community Activities**  
**(use space below or include a resume)**

	<b>Freshman</b>	<b>Sophomore</b>	<b>Junior</b>	<b>Senior</b>
Student Government				
National Honor Society				
Class Office				
Peer Leadership				
Band				
Awards				
Sports				
Other School or Out of School Activities				