

MILDRED A. MASON MEMORIAL SCHOLARSHIP FOUNDATION  
P. O. Box 9175  
Hampton, VA 23670

MEMORANDUM

To: Scholarship Administrator/Financial Aid Officers  
From: The Mildred A Mason Memorial Scholarship Foundation  
Subject: Annual Memorial Scholarship

The Mildred A. Mason Memorial Scholarship Foundation is pleased to offer a scholarship to be awarded to someone who best meets the criteria and belongs to one of the following groups:

1. An individual who is planning to enter a non-degree vocational program to become a health care worker and has been admitted into an approved program in Virginia.
2. A health care worker desiring further education in his or her chosen field, who has completed a vocational health occupations education program, and has been admitted into an approved program in Virginia.
3. A professional health care worker pursuing a planned program of instruction for the purpose of teaching in a vocational health occupations education program in Virginia.
4. A vocational health occupations educator of Virginia who has been accepted into a planned program of study leading to a higher degree in his or her profession or in education. (It may not be used for teacher recertification purposes, *per se*.)

We are seeking a Virginia resident who has well defined career goals, documented academic ability, and personal qualities which show promise of success.

You will find enclosed the application, criteria and a promissory note. Please advertise this scholarship to all eligible applicants and encourage them to submit a complete application to the Scholarship Committee that is postmarked by April 1.

Your cooperation is helping us to locate a worth recipient of this award will be greatly appreciated.

**MILDRED A. MASON MEMORIAL SCHOLARSHIP FOUNDATION**  
**P. O. BOX 9175**  
**HAMPTON, VA 23670**

**The Mildred A. Mason Memorial Foundation will award one or more scholarships annually to an individual who fits one of the following categories:**

1. An individual who is planning to enter a non-degree vocational program to become a health care worker and has been admitted to an approved program in Virginia.
2. A health care worker desiring further education in his or her chosen field, who has completed a vocational health occupations education program, and has been admitted to an approved program in Virginia.
3. A professional health care worker pursuing a planned program of instruction for the purpose of teaching in a vocational health occupations education program in Virginia.
4. A Virginia vocational health occupations educator who has been accepted into a planned program of study leading to a higher degree in his or her profession or in education. (The scholarship is not intended for use in teacher certification.)

The value of the scholarship will be at least \$500 unless the cost of the program is less. A check for the scholarship will be made payable to the school after the recipient begins the program. Notification of the award will be made by June 1st.

**CRITERIA**

1. Virginia residency
2. Documented academic ability
3. Personal qualities which show promise of success
4. Well defined career goals

The Scholarship Committee will not discriminate on the basis of sex, religion, age, race, disability or national origin.

**PROCEDURE FOR APPLICATION**

The applicant **MUST** submit the following to the Scholarship Committee:

1. A completed application accompanied by a letter from the applicant describing his or her educational goals.
2. Three sealed letters of recommendation from such persons as former instructors, employers, school personnel, advisors or guidance counselors.
3. Sealed transcripts including high school and/or proof of GED (General Education Development).
4. Verification of admission to an approved program in Virginia. If not available at time application is mailed, it must be sent prior to disbursement of scholarship check.

(continued)

The Scholarship Committee may request the applicant to have an interview with one or more of its members.

All information is to be submitted with the application and must be postmarked by April 1st. Applicants may reapply yearly.

### **OBLIGATION**

After selection has been made, the applicant receiving the award must agree in writing to have the school send to the Mildred A. Mason Memorial Scholarship Foundation a copy of the grade report each semester or quarter of the school year in which the award is given.

The recipient will be expected to refund the amount awarded if unsuccessful in completion of the chosen educational program.



**PART III. EDUCATION AND OTHER EXPERIENCE**

List schools attended and any in which you are currently enrolled:

School	Location	Dates Attended	Field of Study	Graduation Date/Degree

Note any educational achievements:

Community interest: Activities in which you participated, held office, etc.

**PART IV. REFERENCES**

List the three persons you are asking to write letters of recommendation for you. State in what relationship you know them.

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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**PROMISSORY AGREEMENT**

I promise that I will use this scholarship to help meet the expenses I incur as I pursue a health occupations education.

If some unforeseen event should occur which would prevent me from completing my planned program of study, I promise to repay the amount of the award in full within two years after I cease to be enrolled. I also promise to notify the Foundation if and when such an event should occur.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**Application Check List**

Submit the following application materials:

- Completed application form
- Personal letter describing educational goals
- Three (3) sealed letters of recommendation
- Scaled transcripts and/or proof of GED
- Signed Promissory note and check list
- Verification of admission into an approved program, if available

NOTE: Only those applicants who have submitted all of the above materials with a postmark of April 1st will be considered.