

**MONTGOMERY COUNTY INTERMEDIATE UNIT
EDUCATION FOUNDATION**
Application Guidelines
Post-Secondary Education & Training Scholarships

The Montgomery County Intermediate Unit Education Foundation (MCIUEF) grant program awards scholarships to public school students in the form of tuition grants to permit the student to further develop and thrive in the post-secondary environment and to successfully enter and compete in the labor force upon graduation from trade schools, apprenticeship programs, community colleges or universities. Average scholarship amounts will range from \$300 to \$500. Lesser or greater amounts may be awarded upon application review.

ELIGIBILITY

The Foundation invites Montgomery County **public school** students with “special needs” ***with a current active IEP and who is a graduating senior who participated in special education support services this school year*** from a Montgomery County high school/vocational-technical school, PDE approved private school, or “nontraditional” public school settings to apply.

REQUIREMENTS CHECK LIST

- Student/Parent (*if student under 18 years of age*) Signature
- Official Transcripts from Guidance Office
- Letters of recommendation from two of the student’s senior teachers
- Signature of school Principal verifying current IEP and that the student is a graduating senior with special education support services
- Post secondary school name, address and contact person

LETTERS OF RECOMMENDATION:

Each application must include two letters of endorsement from “senior year” teachers. These letters of support should highlight the character traits of the applicant that make him/her deserving of a scholarship, performance during the senior year through an anecdote, project or event that demonstrates the student’s initiative and commitment, or a quality that makes this particular applicant stand out from all others.

TIMELINES

Completed applications, including letters of recommendation are due to the high school guidance office for attachment of transcripts. Guidance Office will forward application with transcripts to the high school principal (or designee) for “special needs” verification. **The High School Principal (or designee) in turn will forward the authorized application to the Foundation by the close of business (4:00 p.m.) on March 31, 2017. Applications received after this date will not be considered. There will be no extensions and incomplete applications will not be considered.**

Notification of all scholarship award recipients will be made by May 31, 2017. All grants must be expended by October 20, 2017. There will be no exceptions to this guideline.

SELECTION PROCESS

The Foundation’s Board of Trustees will approve the scholarship award recipients. These scholarships are specifically for apprentice programs, trade schools, community colleges, and universities. Scholarship recipients will receive award certificates. These scholarship awards will be forwarded to the institutions the students plan on attending. .

CONFIRMATION

Confirmation of enrollment/registration and student identification number should be sent to the Montgomery County Intermediate Unit Education Foundation as soon as it is received. Confirmation must be received before funds will be disbursed.

PLEASE RETURN COMPLETED SCHOLARSHIP APPLICATION BY MARCH 31, 2017 TO:

**Montgomery County Intermediate Unit Education Foundation
Valentina G. Viletto, Esq.
Director of Legislative Services
2 West Lafayette Street
Norristown, PA 19401**

Questions: contact Donna Kelly 610-755-9304 or email dkelly@mciu.org

Please follow all instructions. Incomplete or late applications will not be considered.

**Montgomery County Intermediate Unit Education Foundation
Post-Secondary Education & Training
Scholarship Application**

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Print or Type Application

STUDENT INFORMATION:

Student Name _____ Age _____

High School _____ Cell Phone _____

School District _____ Home Phone _____

Parent/Guardian Name _____
(If student under 18 years of age)

Address: _____

Student Email _____ Parent Email _____

If selected for a Scholarship I give my permission for my picture to be taken for the Montgomery County Intermediate Unit Education Foundation's Annual Report/Awards Reception, and other endorsements for the Foundation.

I will I will not give my permission for my photo to be taken.

Student (If student over 18 student signs) _____ Date _____

Parent (Guardian) Signature (If student under 18 years of age parent signs) _____ Date _____

HIGH SCHOOL INFORMATION:

Return completed application to Guidance office to attach transcripts.

- Transcripts Attached
 Enclosed are two letters of recommendation from the teachers listed below:

Teacher Name _____ Teacher email _____

Teacher Name _____ Teacher email _____

The signature of the building principal below verifies:

- Student does have an active IEP Student is a graduating senior who participated in special education support services this school year.

Signature (Building Principal) _____ Date _____

SCHOOL REPRESENTATIVE WILL FORWARD TO FOUNDATION FOR FINAL PROCESSING.

