

**INSTRUCTIONS FOR PREPARING APPLICATION FOR  
MAY EMMA HOYT FOUNDATION SCHOLARSHIP  
INDEPENDENT APPLICANT**

**READ THESE INSTRUCTIONS CAREFULLY AND KEEP FOR FUTURE  
REFERENCE!!**

All applications must be postmarked and returned to the: **MAY EMMA HOYT FOUNDATION, P.O. BOX 788, NEW CASTLE, PA 16103** no later than the **SECOND FRIDAY IN AUGUST**. Incomplete applications or applications received after that day will not be eligible for scholarship consideration.

Make sure that you complete the correct application. If you continue to be a dependent for your parent(s), you should complete the “Dependent” application. However, if you are not, if you are supporting yourself, you should complete the “Independent” application.

Use the next 2 pages as a checklist to prepare your application. **All submitted papers must be uniform in size (8 1/2x11) and one-sided.**

Both applications (Dependent or Independent) must include the following:

\_\_\_\_\_ **PART I – FAMILY**

\_\_\_\_\_ **PART II – FINANCIAL**

\_\_\_\_\_ Include a copy of your Student Aid Index (SAI), formerly the Expected Family Contribution. If you did not receive an SAI, you must include: Copy of your most-recent federal income tax return. If no federal income tax return is filed, a copy of the PA tax return and, to the extent no tax return is filed, an explanation.

\_\_\_\_\_ Fill in the top portion of the attached Financial Aid Release form then forward to your school for completion. Your school will forward the completed form to the Foundation.

\_\_\_\_\_ Include a copy of the invoice from your school for the fall semester. This must include all grants, scholarships, loans, including FAFSA support, etc. If this is inconsistent with your application, the scholarship committee may withdraw any scholarship aid.

\_\_\_\_\_ **PART III – SCHOLASTIC**

\_\_\_\_\_ Include your most-recent grade transcript

\_\_\_\_\_ Include a copy of acceptance letter (if you are a college freshman).

\_\_\_\_\_ **PART IV – FINANCIAL INFORMATION**

\_\_\_\_\_ **PART V – PERSONAL STATEMENT**

## **INSTRUCTIONS PAGE -2-**

If you are a separated or divorced person, you must submit documentation of the financial support given to you by your spouse or former spouse.

If you receive a scholarship, it will be designated for the entire school year. The scholarship will be divided into two terms: One-half will be paid for the fall term; and, if you qualify academically, a like amount will be paid for the spring term. In order to qualify for the spring term, a **transcript** of your first term grades “**and**” an **invoice** for the spring semester must be submitted to the May Emma Hoyt Foundation. Your transcript and invoice will be reviewed and a determination as to your eligibility for the second term will be made. Note, for any subsequent years, if you continue to be eligible for the May Emma Hoyt Scholarship, you must reapply. If you have any questions, please feel free to call 724-924-8111.

If you believe that the response to any specific question is incomplete, misleading or inaccurate, please attach an explanation.

If you are unable to attach any of the required documentation, please attach an explanation.

**MAY EMMA HOYT FOUNDATION SCHOLARSHIP APPLICATION**

**INDEPENDENT APPLICANT**

**DATE:** \_\_\_\_\_

**PART I – FAMILY**

- 1) NAME OF STUDENT: \_\_\_\_\_
- 2) HOME ADDRESS: \_\_\_\_\_
- 3) STUDENT COLLEGE I.D. #: \_\_\_\_\_ If none, last 4 digits of SS #: \_\_\_\_\_
- 4) LAND LINE/CELL #: \_\_\_\_\_
- 5) PERSONAL OR COLLEGE E-MAIL: \_\_\_\_\_
- 6) DATE OF BIRTH: \_\_\_\_\_
- 7) SPOUSE'S NAME: \_\_\_\_\_
- 8) SPOUSE LIVING: YES \_\_\_\_\_ NO \_\_\_\_\_
- 9) APPLICANT & SPOUSE LIVING: TOGETHER \_\_\_ SEPARATED \_\_\_ DIVORCED \_\_\_
- 10) IF SEPARATED OR DIVORCED, DOES SPOUSE CONTRIBUTE TO APPLICANT AND/OR FAMILY? YES \_\_\_\_\_ NO \_\_\_\_\_
- 11) OCCUPATION OF APPLICANT: \_\_\_\_\_
- 12) OCCUPATION OF SPOUSE: \_\_\_\_\_
- 13) NAME OF EMPLOYER - APPLICANT: \_\_\_\_\_  
- SPOUSE: \_\_\_\_\_

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**INTERNAL USE ONLY:**

Scholarship Committee Action: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Reason: \_\_\_\_\_

Signature: \_\_\_\_\_, President

- 14) CHILDREN:
- | NAME  | AGE   | DEPENDENT UPON APPLICANT |          |
|-------|-------|--------------------------|----------|
| _____ | _____ | YES _____                | NO _____ |
| _____ | _____ | YES _____                | NO _____ |
| _____ | _____ | YES _____                | NO _____ |
| _____ | _____ | YES _____                | NO _____ |

**PART II – FINANCIAL**

- 1) VALUE OF ASSETS OWNED BY FAMILY: (USE ATTACHMENT IF NECESSARY)  
 HOME \$ \_\_\_\_\_  
 OTHER: \_\_\_\_\_  
 \_\_\_\_\_
- 2) MORTGAGE BALANCE: AMOUNT: \$ \_\_\_\_\_  
 MONTHLY PAYMENT: \$ \_\_\_\_\_ CURRENT? Yes \_\_\_\_\_ No \_\_\_\_\_
- 3) AMOUNT OF OTHER INDEBTEDNESS? \$ \_\_\_\_\_  
 DESCRIBE: \_\_\_\_\_  
 \_\_\_\_\_
- 4) HAVE YOU ACCUMULATED FUNDS TOWARD YOUR COLLEGE EXPENSES?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Amount \_\_\_\_\_
- 5) WHAT TYPES OF WORK HAVE YOU DONE? \_\_\_\_\_  
 \_\_\_\_\_

**PART III – SCHOLASTIC**

- 1) HIGH SCHOOL ATTENDED: \_\_\_\_\_
- 2) CLASS RANK: \_\_\_\_\_
- 3) SAT/ACT SCORES: \_\_\_\_\_
- 4) WEIGHTED GRADE AVERAGE: \_\_\_\_\_
- 5) SCHOOL ATTENDING: \_\_\_\_\_
- 6) COURSE OF STUDY: \_\_\_\_\_
- 7) NUMBER OF YEARS OF STUDY REQUIRED: \_\_\_\_\_
- 8) YEAR OF EDUCATION JUST COMPLETED: \_\_\_\_\_

**PART IV – FINANCIAL INFORMATION**

1) REASON FOR APPLYING FOR SCHOLARSHIP:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2) HAVE YOU APPLIED FOR OTHER SCHOLARSHIPS? Yes\_\_\_ No\_\_\_  
HAVE YOU APPLIED FOR ANY LOANS? Yes\_\_\_ No\_\_\_

3(a) IF YOU ANSWERED “Yes”, PLEASE LIST ALL SCHOLARSHIPS AND LOANS:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3(b) IF YOU HAVE ANSWERD “No”, PLEASE EXPLAIN WHY YOU HAVE NOT APPLIED ELSEWHERE.  
\_\_\_\_\_  
\_\_\_\_\_

4) HAVE YOU RECEIVED OR BEEN APPROVED FOR ANY SCHOLARSHIPS OR FOR ANY LOANS: Yes\_\_\_ No\_\_\_

5) IF YOU ANSWERED “Yes”, PLEASE LIST ALL SCHOLARSHIPS AND LOANS, INCLUDING THE SOURCE AND THE AMOUNT:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6) PLEASE PROVIDE A COPY OF THE FALL INVOICE FROM YOUR SCHOOL SHOWING ALL CHARGES (TUITION, ROOM/BOARD, ETC.) AND ALL CREDITS (GRANTS, LOANS, SCHOLARSHIPS, ETC.). IT IS IMPORTANT THAT THE FOUNDATION HAS AN ITEMIZED INVOICE BECAUSE, FOR EXAMPLE, THE FOUNDATION IS PROHIBITED BY THE TAX CODE FROM MAKING ANY SCHOLARSHIP DISTRIBUTION FOR THE PURPOSE OF ROOM AND BOARD, AND LIKE EXPENDITURES.

**NOTE: THE SCHOLARSHIP COMMITTEE CAREFULLY CONSIDERS ALL OTHER AID AVAILABLE TO THE APPLICANT. THEREFORE, IF ANY OF THE ABOVE INFORMATION IS INCONSISTENT WITH THE FINAL INVOICE FROM YOUR SCHOOL, IT MAY CAUSE THE SCHOLARSHIP COMMITTEE TO ADJUST OR ELMINATE YOUR SCHOLARSHIP AID.**

**PART V – PERSONAL STATEMENT**

PLEASE PREPARE AND ATTACH A SHORT ESSAY OF NOT MORE THAN 300 WORDS SUMMARIZING ACTIVITIES, ACCOMPLISHMENTS, HONORS AND AWARDS RECEIVED, AND OBJECTIVE OF FURTHER EDUCATION, AS WELL AS SPECIAL CIRCUMSTANCES SURROUNDING THE FAMILY FINANCIAL SITUATION.

IF YOU HAVE PREVIOUSLY RECEIVED SCHOLARSHIP AID FROM THE HOYT FOUNDATION, PLEASE LIST AMOUNT(S) AND DATE(S) RECEIVED.

DATE	AMOUNT	DATE	AMOUNT
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**CERTIFICATION**

I, THE UNDERSIGNED, HEREBY STATE THAT THE QUESTIONS CONTAINED IN THIS APPLICATION HAVE BEEN ANSWERED TRUTHFULLY AND ACCURATELY TO THE BEST OF MY KNOWLEDGE.

APPLICANT \_\_\_\_\_