

# THE ALLEN ENDOWMENT

Holly S. Goodyear, President  
E-mail [allenendowment@gmail.com](mailto:allenendowment@gmail.com)

January 15, 2016

Dear Financial Aid Officer,

Florence Allen Scholarships are awarded annually by The Allen Endowment to provide Ohio women with the opportunity to achieve their full potential through education. Scholarship funds are for the 2016-17 academic year and may be used for courses at accredited degree or certificate granting institutions recognized by a state Board of Regents.

Eligibility for Florence Allen Scholarships is as follows:

#### Traditional Student Applicants

1. Women who will graduate or have graduated from an Ohio high school or who have received a GED from the Ohio Board of Education prior to July 1, 2016.
2. Must be a United States citizen.
3. Undergraduates who meet the above criteria and are enrolled as full-time students at an accredited degree-granting institution recognized by a state Board of Regents.
4. Applicant must be pursuing her first undergraduate degree or a certificate.

#### Non-traditional Student Applicants

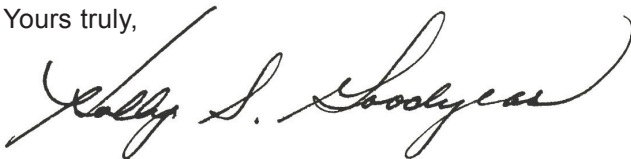
1. Women who are residents of Ohio and are at least 30 years old as of April 1, 2016.
2. Must be a United States citizen.
3. Undergraduates who meet the above criteria and are enrolled at an accredited degree-granting institution recognized by a state Board of Regents.
  - a. Applicant need not be a full-time student.
4. Applicant must be pursuing her first undergraduate degree or a certificate.

Scholarships range from \$500 to \$1,000. Enclosed is a flyer to publicize the scholarship. Scholarship applications will be provided upon request via e-mail to [allenendowment@gmail.com](mailto:allenendowment@gmail.com).

The completed application and all supporting documentation must be hand stamped (not metered), postmarked and mailed via US Postal Service First Class Mail on or before April 1, 2016. Scholarship recipients will be notified by certified letter no later than April 30, 2016.

If additional information is needed, you may contact me at the e-mail address above.

Yours truly,



Holly Goodyear  
President

3500 GRANGER ROAD · MEDINA OH · 44256

The Allen Endowment is a charitable education foundation.  
Contributions to The Allen Endowment are tax-deductible to the extent allowed by law.  
*Tax Exempt Number 31-1256889*

# THE ALLEN ENDOWMENT

## Scholarship Notice

Qualified Applicants Wanted

### Florence Allen Scholarships

The Florence Allen Scholarship program was established in 1924 to honor Judge Florence Ellinwood Allen, Ohio's first woman Supreme Court justice. Since its conversion to a tax-exempt Endowment Fund in 1988, \$86,200 in scholarships has been awarded to help Ohio women achieve their full potential through education.

Scholarship funds are for the 2016-17 academic year and may be used for courses at accredited degree-granting institutions recognized by a state Board of Regents.

#### **Eligibility for Florence Allen Scholarships is as follows:**

##### **Traditional Student Applicants**

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##### **Non-traditional Student Applicants**

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4. Applicant need not be a full-time student.
5. Applicant must be pursuing their first undergraduate degree or a certificate.

#### **How to Apply**

Scholarship applications will be available from January 15 through March 31, 2016 by making a request via e-mail to [allenendowment@gmail.com](mailto:allenendowment@gmail.com)

#### **Deadline**

**The completed application and all supporting documentation must be hand stamped (not metered), and mailed via US Postal Service First Class Mail on or before**

**April 1, 2016**

PLEASE POST

# THE ALLEN ENDOWMENT

Holly S. Goodyear, President  
E-mail allenendowment@gmail.com

January 15, 2016

Dear Scholarship Applicant,

Florence Allen Scholarships are awarded annually by the Allen Endowment to provide Ohio women with the opportunity to achieve their full potential through education. Scholarship funds are for the 2016-17 academic year and may be used for courses at accredited degree-granting institutions recognized by a state Board of Regents.

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3. Undergraduates who meet the above criteria and are enrolled at an accredited degree-granting institution recognized by a state Board of Regents.
  - a. Applicant need not be a full-time student.
4. Applicant must be pursuing her first undergraduate degree or a certificate.

A copy of the current Florence Allen Scholarship Application form is attached. If additional copies are needed, photocopies are acceptable. Complete instructions for preparing and submitting the application are included in the application form set.

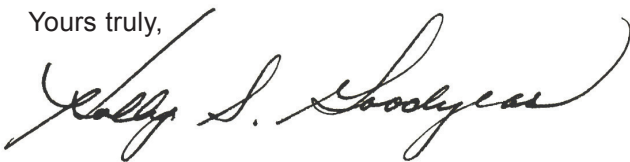
Applicants are evaluated on documented financial need; precise description of career plans and goals; and academic, employment and/or volunteer record.

**The completed application and all supporting documentation must be hand stamped (not metered), postmarked and mailed via US Postal Service First Class Mail on or before April 1, 2016.**

The Allen Endowment  
c/o Holly S. Goodyear  
3500 Granger Road  
Medina, OH 44256

Scholarship recipients will be notified by letter no later than April 30, 2016. If additional information is needed, please contact me via e-mail at allenendowment@gmail.com.

Yours truly,



Holly Goodyear  
President

3500 GRANGER ROAD • MEDINA OH • 44256

The Allen Endowment is a charitable education foundation.

Contributions to The Allen Endowment are tax-deductible to the extent allowed by law.

*Tax Exempt Number 31-1256889*

# THE ALLEN ENDOWMENT FLORENCE ALLEN SCHOLARSHIP PROGRAM

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## INSTRUCTIONS TO FLORENCE ALLEN SCHOLARSHIP APPLICANTS

Type or print clearly in black or blue ink only.

**Eligibility for Florence Allen Scholarships is as follows:**

### **Traditional Student Applicants**

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2. Must be a United States citizen.
3. Undergraduates who meet the above criteria and are enrolled as full-time students at an accredited degree-granting institution recognized by a state Board of Regents.
4. Applicant must be pursuing their first undergraduate degree or a certificate.

### **Non-traditional Student Applicants**

1. Women who are residents of Ohio and are at least 30 years old as of April 1, 2016.
2. Must be a United States citizen.
3. Undergraduates who meet the above criteria and are enrolled at an accredited degree-granting institution recognized by a state Board of Regents.
4. Applicant need not be a full-time student.
5. Applicant must be pursuing their first undergraduate degree or a certificate.

**Thank you for your interest in The Florence Allen Scholarship Program. It is important that you complete this application form and provide all requested documents in one envelope to be hand-stamped (not metered), postmarked and mailed via US Postal Service First Class Mail on or before April 1, 2016. Do not use any service that requires a signature. Submission of applications in any other manner will make your application ineligible for consideration.**

**Begin compiling your application materials early to be sure that you can comply with this deadline. THERE ARE NO EXCEPTIONS. Good luck.**

### **APPLICATION PACKET**

**The following documents must be included in your completed application packet. Documents will not be accepted if they are received separately and your application will be disqualified.**

- **Signed and Dated Application Form**
- **Complete Student Aid Report (SAR) – all pages**
- **Expense Estimate from your college catalogue**
- **Transcripts for all high school courses or GED (Not required if applicant is 30 years of age by April 1, 2016)**
- **Transcripts for all post high school courses (Copies are acceptable)**
- **Three (3) letters of Recommendation**
- **Career Objective Statement**

**IT IS IMPORTANT THAT YOU ANSWER EVERY QUESTION TRUTHFULLY AND COMPLETELY.**

Mail to: The Allen Endowment  
c/o Holly S. Goodyear  
3500 Granger Road  
Medina, OH 44256

**I. PERSONAL DATA**

1. Last Name	First Name	Initial
2. Current Address:	City	State Zip
3. Permanent Address:	City	State Zip
4. Phone(s): Home	Cell	Business
5. E-mail	Are you a US Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No	
6. Date of Birth	Social Security Number	
7. Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Spouse (if applicable)		
8. Number of Family Members: Parents	Dependents including Yourself	Total
9. Number of Family Members in College including Yourself: (Specify who)		
10. Traditional Student: Will you have graduated from an Ohio high school or have received a GED from the Ohio Board of Education prior to July 1, 2016? <input type="checkbox"/> Yes <input type="checkbox"/> No		
11. Non-traditional Student: Will you be at least 30 years old as of April 1, 2016? <input type="checkbox"/> Yes <input type="checkbox"/> No		
12. SAT Score	13. ACT Score	

**II. FINANCIAL STATEMENT**

Full disclosure is required to be considered for a scholarship. Please provide the following information:

1. Student Aid Report (SAR) for the 2016-17 Academic Year. All pages must be included.
2. Photocopy of Estimated Expenses from your college/university catalogue
3. Total cost of your education per year:

Tuition	Fees	Books	Room and Board	Total

**III. PAID EMPLOYMENT**

List your work experience in chronological order, starting with the most recent. NO RESUMES, PLEASE.

Start Date	End Date	Employer	Title	Job Responsibilities	Average hrs/	Pay Rate per hour	Total Income per year

1. Will you work during the school year?  Yes  No  Full Time  Part Time
2. Type of Employment during school year

**IV. ANTICIPATED FINANCIAL AID**

- List scholarships, loans, grants and any other types of financial aid for which you have applied for the 2016-17 academic year. Specify the financial aid requested. Indicate the current status of the request and amount of the financial assistance.
- If you did not apply for any other financial assistance, please explain.

Scholarships/Loans/Grants for which you have applied for the 2016-17 Academic Year	Amount Requested	Status of Request		
		Amount	Rejected	Unknown
Total from Scholarships/Loans/Grants				

**V. EDUCATIONAL INSTITUTION AND PROGRAM FOR WHICH FUNDS ARE SOUGHT**

- Name of Educational Institution  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
- Is the above institution listed with a state Board of Regents?  Yes  No
- Type of Institution:  
 4 Year College/University  2 Year Community College  Vocational/Technical  On-Line College/University
- Major Field of Study \_\_\_\_\_
- Type of Degree or Certificate (e. g. AA, BA, etc.) \_\_\_\_\_
- Starting Date of Study \_\_\_\_\_ Expected Completion Date \_\_\_\_\_
- Have you been accepted into the institution and program for which this scholarship is being sought?  Yes  No
- Will your academic schedule be full or part time?  Full  Part
- If you are you currently enrolled in a post-secondary educational institution and program:  
 Name of Educational Institution \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
- Major Field of Study \_\_\_\_\_ Terms Completed: Quarters \_\_\_\_\_ Semesters \_\_\_\_\_
- What is the purpose of this education? (Check only one)  
 Recent High School Graduate or Current College Student  New Career Field  
 Career Development  Enter/Re-Enter Job Market

**VI. POST HIGH SCHOOL EDUCATION HISTORY**

List all post high school education in chronological order, starting with the most recent. Provide information as of the date you are completing this application.

Educational Institution	City & State	Course of Study/Degree/Certification	Start Date	End Date

**VII. PUBLIC/CHARTER/PRIVATE HIGH SCHOOL, HOME SCHOOL HISTORY**

List all public/charter/private high school or home schools attended for the 9th through 12th grades or GED.

Educational Institution	City & State	Start Date	End Date

**VIII. SCHOLASTIC HONORS AND AWARDS**

If you are a Non-traditional Student (i. e. At least 30 years old as of April 1, 2016), skip to Post Secondary Honors and Awards. Traditional Students should list any scholastic honors and awards you have received during your four years of high school and after.

Educational Institution	Name of Honor or Award	Year

**Post Secondary Honors and Awards**

Educational Institution	Name of Honor or Award	Year

**IX. PERSONAL INVOLVEMENT**

Traditional Students: List your extracurricular (school-related), community/church, volunteer and professional activities. Use a separate sheet, if additional space is needed

Non-traditional Students: List any community/church, volunteer and professional activities. Family responsibilities and other life experiences may be included as they may assist in the decision making process.

Name of Organization/Activity	Position/Office	Start Date	End Date

**X. CAREER COUNSELING**

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Describe any counseling you have had to help you analyze the availability of jobs in your chosen career field.

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**XI. CAREER OBJECTIVE – ESSAY**

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On separate sheets of paper, this document should describe in very specific terms your plans for enrollment in the educational program, career goals and a statement of financial need. This is your opportunity to present your case to the Scholarship Committee for awarding you financial aid. In addition to the content, grammar and spelling are important. This document should be typed, not handwritten.

**XII. LETTERS OF RECOMMENDATION**

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Three letters of recommendation from current and/or former teachers and professors, school officials, employers, or other persons not related to you are required.

These letters should highlight the applicant’s past academic, employment and/or volunteer record; the applicant’s ability to undertake and complete her training; the applicant’s outstanding strengths or characteristics; and any other information that would assist the Scholarship Committee in the selection process.

The letters must be submitted as part of your complete application packet. Be sure to request these letters far in advance of the application deadline. These letters will not be accepted if they are not included in your applications packet. THERE ARE NO EXCEPTIONS.

**XIII. TRANSCRIPTS AND LETTER OF ACCEPTANCE**

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1. Enclose copies of your most recent high school transcript or General Equivalency Diploma (GED). High school transcripts are not required if applicant is a Non-traditional student.
2. Include transcripts of all credit courses taken since high school.
3. A copy of your acceptance letter from the educational institution.
4. Photocopies are acceptable.



**XIV. CONDITIONS AND TERMS OF AGREEMENT**

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1. I understand that this application will not be considered for review unless all requested materials are enclosed, the application is signed, dated and hand stamped (not metered) and postmarked no later than April 1, 2016.
2. I hereby acknowledge that all of the information included in this application packet is true and complete to the best of my knowledge.
3. I also understand that all applications will be held confidential, but no application material will be returned.
4. Scholarship funds cannot be used for expenses incurred before the period covered by the scholarship grant.
5. Payments will be made via check made payable to both the student and the educational institution. Both must endorse the check.
6. Should I be selected as a Florence Allen Scholarship Recipient, I agree to have my name used in publicity for the program.
7. Applicants are evaluated on documented financial need; precise description of career plans and goals; and academic, employment and/or volunteer record.
8. A majority of applicants who apply for a scholarship meet all eligibility criteria and are deserving of financial assistance. I understand that due to funding limitations, not every eligible applicant will receive an award.
9. Incomplete or late applications will not be considered.
10. No later than April 30, 2016, scholarship recipients will be notified via letter signed by the President of The Allen Endowment Board of Trustees.
11. All applicants will be notified via e-mail of all scholarship recipients.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**APPLICATION PACKET CHECKLIST**

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**Be sure that you have enclosed the following:**

- Signed and Dated Application Form**
- Complete Student Aid Report (SAR)**
- Expense Estimate from your college catalogue**
- Transcripts for all high school courses or GED  
(Not required if applicant is 30 years of age by April 1, 2016)**
- Transcripts for all post high school courses (Copies are acceptable)**
- Three (3) Letters of Recommendation**
- Career Objective Statement**

FOR ADDITIONAL INFORMATION OR QUESTIONS

**Please send an e-mail message to [allenendowment@gmail.com](mailto:allenendowment@gmail.com).**

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