

**THE LUCINDA L. JASPER SCHOLARSHIP FUND, INC.
P.O. Box 15463
Washington, D.C. 20003-0463**

APPLICATION CHECK LIST*

Following are the items that constitute a complete application for The Lucinda L. Jasper Scholarship Fund Competition.

- _____ APPLICATION FORM
- _____ ESSAY (1500-2500 WO RDS)
- _____ TEACHER RECOMMENDATION
- _____ SCHOOL REPORT

THE LUCINDA L. JASPER SCHOLARSHIP COMMITTEE

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“APPLICATION CHECK LIST” ITEMS MUST BE SUBMITTED ONLINE.
PLEASE CHECK APPROPRIATE BOX FOR RELEASE AS PART OF YOUR
COMPLETED PACKAGE. THANK YOU.

THE LUCINDA L. JASPER SCHOLARSHIP FUND, INC.
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Dear Applicant,

Thank you for applying to The Lucinda L. Jasper Scholarship Fund (LLJSF) Competition. Named after a Washington D.C. area teacher and civil rights activist, the scholarship seeks to support the Archdiocese of Washington Catholic elementary school graduates as they continue their Catholic school education into an Archdiocese of Washington high school. Two scholarships are awarded each year: first place \$1,750.00 and second place \$1,250.00.

The LLJSF Review Committee will assess all complete packages. A “complete package” consists of the following: Application Form; Essay (1500 – 2500 words); Teacher Recommendation; and your School Report. A check list is provided so that you can track your progress assembling the application. **Please note that essays less than 1500 words will render the application packet incomplete and incomplete applications will be disqualified.**

Winners will be announced during the first week of May 2019. They will be notified by mail and/or email. Only WINNERS will be notified.

The scholarship funds will be forwarded directly to the winning students’ Archdiocese of Washington D. C. Catholic high school, no later than November 1, 2019. These funds are applied only to the freshman high school tuition for the academic year following the winners’ eighth grade graduation.

Again, thank you for your participation and our best wishes to you during this competition.

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SUBMISSIONS FOR THIS COMPETITION MUST BE ONLINE. THE DEADLINE IS
11:59 P.M. MARCH 31, 2019. THERE ARE NO EXCEPTIONS.

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ESSAY REQUIREMENTS

Essay must be about only ONE African-American who has influenced you to continue pursue graduate and post graduate work. The essay must contain 1500 to 2500 words. This will allow us to listen to you and your goals. This African-American does not have to be famous. It is only important that he/she inspire you to continue your education. Suggested individuals include writers, poets, relatives, educators, someone in the arts, medical or legal profession, etc. **The student must compose and submit his/her own original essay. Only one essay per applicant. There will be no coaching of any kind. The essay must be original.**

What to write:

- Tell us about the African-American and how that person influenced you to continue your education.
- Include your goals, objectives, aspirations

Before you begin

- Make an agreement with a teacher or other trusted adult that you will take the time to complete the essay. Meet with that teacher or adult periodically for updates.
- Provide your teacher and principal with their appropriate form early to give them sufficient time to complete it and return it to the committee.
- Begin writing the essay well before the deadline. Spend some time alone, free from distractions, to think about the special African-American person who has inspired you to seek a higher education.
- List ideas and thoughts you want to portray in this individual.
- Ask yourself, what is it about this person that drives or compels me to accomplish my goals.

As You Write

- Don't be afraid to begin. Write freely and save the editing for later.
- Be yourself. Write about what is genuine and true for you.
- Imagine that you are writing a letter to a special friend (someone you haven't seen in a while) and you can't wait to tell this person how he/she has influenced you to continue your education beyond high school.
- Keep the focus simple. Avoid large, fancy words and stale beginnings.

- Write about a singular moment or instance that made a difference in your concept of your education and desires for the future.
- Use events, feelings, ideas.
- Be creative in your presentation... no plagiarism allowed.

Combined Federal Campaign (CFC) Number 66937

- Avoid direct quotes, poems, etc. for they will not be considered part of the 1500 to 2500 word requirement.

After you finish evaluate your essay on the following levels and check off each one

- Is it grammatically correct, properly punctuated, interesting to read?
- Have you followed directions carefully, avoided clichés, prepared it to the best of your ability.

Points to Remember:

- ALL package submission items **MUST BE TYPED.**
- Essay: Use “Times Roman”, 12 pitch font, **DOUBLE SPACE**
- Reminder: Only one essay per applicant
- Completed packages must be SUBMITTED ONLINE no later than **March 31, 2019 AT 11:59 P.M.**

THE LUCINDA L. JASPER SCHOLARSHIP FUND, INC.
(ALL Information MUST BE TYPED!)
PLEASE CHECK WITH THE PRINCIPAL FOR THE SCHOOL CODE.

TEACHER RECOMMENDATION

APPLICANT'S NAME

LAST	FIRST	MI
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ADDRESS	CITY	STATE	ZIP
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SCHOOL NAME	ADDRESS	PHONE NUMBER
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TO THE APPLICANT: After you have filled in the above, give this form to a teacher who has taught you an academic subject in the last two years. It is most helpful to us if this teacher has taught a course that is in an area of continuing interest to you.

TO THE TEACHER: This student is an applicant of The Lucinda L. Jasper Scholarship Competition. We are interested in your frank appraisal of his/her intellectual motivation and the scholarly quality of his/her work. Your evaluation is of considerable importance to us. Your observations will supplement the information we receive from the student and the school.

Please complete this form online BEFORE March 31, 2019.
Recommendations received after March 31, 2019 will disqualify the applicant.

TEACHER'S LAST NAME (Print)	FIRST NAME	MI
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How long have you known the applicant? _____

SUBJECT(S):	DATES TAUGHT
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1. Please comment on the quality of the applicant's academic work; note any personal strengths of which you feel we should be made aware of.

2. Additional Comments (if any).

Teachers Signature _____

Date _____

THE LUCINDA L. JASPER SCHOLARSHIP FUND, INC.

(ALL Information MUST BE TYPED!)

PLEASE CHECK THE LETTER SENT TO THE PRINCIPAL FOR THE SCHOOL CODE.

SCHOOL REPORT

APPLICANT'S NAME

LAST	FIRST	MI
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HOME ADDRESS	CITY	STATE	ZIP
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SCHOOL NAME

SCHOOL ADDRESS	CITY	STATE	PHONE
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TO THE APPLICANT: After you have filled in the above, give this form to the principal.

TO THE PRINCIPAL: This student is an applicant of **The Lucinda L. Jasper Scholarship Competition**. Your evaluation is of considerable importance to us. Please complete this form online no later than **March 31, 2019**.

1. **Class Rank** (may be filled in below or included on transcript) This rank covers a period of _____ to _____. This applicant ranks ____ in a class of _____.
 month/year month/year
 If precise rank is not available, please indicate rank to the nearest tenth _____.

2. **ACHIEVEMENT TEST SCORES.** These scores may be filled in below or included on the transcript.

Math _____	English _____	Soc. Studies _____
Score Date	Score Date	Score Date

3. **GENERAL RATINGS:** In making the following ratings, please compare this student to members of his/her entire class. Please place a check in the appropriate column.

	Average	Above Avg	Excellent	Outstanding (Top 15%)	Top Few (Top 5%)	No basis for judgment
1. Academic Motivation						
2. Academic Creativity						
3. Academic Self-discipline						
4. Academic Growth Potential						
5. Leadership Ability						
6. Self-confidence						
7. Concern for Others						
8. Personal Initiative						

Principal's Name (Print)

Principal's Name (Signature)

Date _____