**ROTARY CLUB OF WATERVILLE, OHIO**

**ROTARY MERIT SCHOLARSHIP PROGRAM OUTLINE**

(For internal use only)

**ROTARY CLUB SCHOLARSHIP COMMITTEE:** A minimum of five Rotarians from the Waterville Rotary Club will be appointed to the Scholarship Committee each year. It will be the responsibility of this committee to facilitate the scholarship program including the distribution of scholarship rules and application forms, and to review all scholarship application as received from the students of each school.

**PURPOSE:** Scholarships are awarded for the purpose of helping to defray the cost of tuition, room and board, and books in the attendance at an accredited college or university.

**ELEGIBILITY:** The Waterville Rotary Club awards scholarships based on the merits ofany graduating senior attending high school and living with-in within the Waterville, Ohio Rotary Club district is eligible to apply. Students from Anthony Wayne High School, Otsego High School, or any area Parochial High School as well as home schooled students may apply during the year in which he or she graduates.

The individual students in the AWHS Interact Program may submit applications to both the Waterville Rotary Merit Scholarship Program and the Waterville Rotary Interact Scholarship Program but can only receive a scholarship in one of the scholarship programs.

**NOTE:** Children of members of Rotary International are not eligible to apply for either scholarship program.

**AMOUNT OF SCHOLARSHIP:** A total of four (4) Merit Scholarships, each in the amount of one thousand dollars ($1,000.00) will be awarded to four different students.

**SOURCE OF MONEY FOR THE SCHOLARSHIP PROGRAM:** The Waterville Rotary Foundation sponsors a couple of major fundraising events each year with some of the proceeds to be used in the scholarship program. Private donations from Rotary Club members are also used. Currently the Malaspina Family of Waterville sponsors one scholarship in the amount of $1,000.00 each year.

**FREQUENCY OF AWARD:** The scholarships shall be awarded once for each calendar year.

**SCHOLARSHIP APPLICATION:** Scholarship application forms and Scholarship Rules are provided to the school Guidance Counselor, and they are available on the Rotary Club website at [www.watervilleohiorotary](http://www.watervilleohiorotary).

 All applications must be submitted on the official Waterville Rotary Merit Scholarship Application Form.

**LETTER OF RECOMMEDATION:** Students are to provide a letter of recommendations along with the application form from a teacher, counselor, member of the clergy, former employer, or other non relative adult, that would speak to their character and qualifications for committee’s consideration in the awarding of a scholarship*.*

**RETURN OF APPLICATION FORMS:** All completed application forms are to be submitted to the Waterville Rotary Scholarship Committee or to the AWHS Counselor at a time as stated in the Application Form. The Scholarship Chair shall receive all competed scholarship applications and will make and distribute copies of all received forms to each individual member of the scholarship committee for their review.

**SCORING OF THE APPLICATIONS:**

 Each scholarship committee member shall review and score the individual applications based on the following criteria

A. SCHOLARSHIP (30%)

Consideration is given to grade point average, college board of American College Test Scores, Test scores, course of subject preparation for college and/or specific demonstrated talent (example: art, music, etc) which may not be reflected in the academic measurements. This value is based on a computer program calculation. (This computer program is currently provided by Jim Page)

B. SCHOOL AND COMMUNITY ACTIVITY PARTICIPATION (15%)

Consideration includes organizations, clubs, teams, etc. in which the applicant had been an officer and/or an active participant, to determine the breath of the applicant’s social growth and leadership potential. This scoring is provided by each individual member of the Rotary Scholarship Committee.

 C. CHARACTER (15%)

Consideration is given to the over-all student scholastic and organizations participation provided on the application form as well as the information provided in the Letter of Recommendations. This scoring is provided by each individual member of the Rotary Scholarship Committee.

D. NEED (20%)

Consideration is given for parental ability and willingness to support the financial expense of chosen college. The award of other scholarships and financial aid to the applicant is also considered. This scoring is provided by each individual member of the Rotary Scholarship Committee.

 E. ECONOMIC INITIATIVE (20%)

Consideration is given to the degree of the applicant’s personal initiative to work and set aside earning for the purpose of attending college. Personal earnings are not used as a negative factor in the need category. This scoring is provided by each individual member of the Rotary Scholarship Committee.

F. LETTERS OF RECOMMENDATION.

Each scholarship committee member is to read the letters of recommendation to provide additional input to the overall codifications and character review of the student in question.

**SELECTION OF THE MERIT SCHOLARSHIP FINALIST:** After all of the application forms and essays have been reviewed and scored the Rotary Scholarship Committee shall meet and select the finalist to be interviewed. A total of not less than six nor more than eight individual students shall be selected for the interview process in any given year.

**PERSONAL INTERVIEWS:** The Scholarship Committee Chair will contact and schedule a meeting time and place for the interview process. In the past these interviews have been held on a Wednesday evening at the Waterville Library*. (It is important* to reserve *a room at the Library early in March as the available rooms are scheduled early in the spring)* Each individual finalist will be scheduled a time for a personal interview *(Approximately twenty minutes)* by the scholarship committee. During this interview each applicant is given the opportunity to discuss his or her college plans and answer any questions raised by the committee members, that may arise from the review of the application form. After all interviews are completed, the scholarship committee selects the individuals who will receive a scholarship.

**NAMING OFTHE SCHOLARSHIPS:** Each of the four scholarships is to be awarded in the name of a former Waterville Rotary Club member. One scholarship caries the name of Bill Malaspina, in honor of the Malaspina Family who sponsor that scholarship. The other three scholarships carry the names of former Waterville Rotary Club members, Harry Dudrow,

Mark Knerr, and Gary Waugh. The Scholarship Committee shall determine which name is to be honored with each scholarship.

**NOTIFICATION OF STUDENTS:** The Chairmen of the Rotary Scholarship Committee shall be responsible, or assign responsibility to a committee person to contact by phone all individual student winners of a scholarship award. This phone call is to be followed by a formal letter to each winning student to confirm the award and provide information on the Award Dinner.

 Also, a formal letter is to be issued to each individual student who was interviewed but did not receive a scholarship to thank them for their participation in the interview process.

**NOTIFICATION OF OTHERS:** A letter is to be written to the Principals of Anthony Wayne and Otsego High school to inform the Principals of the name of the winning students from their respective schools. This letter is to also invite the Principals to attend the Awards Dinner.

A letter is to be written to Cheryl Malaspina to thank the Malaspina Family for continuing to sponsoring a scholarship and to inform her of the name of the student who will be receiving the Malaspina scholarship. The letter is to also invite her to award dinner.

A letter is to be sent to each of the students who took part in the interview process but were not selected to receive a scholarship.

(Form letters are available on file)

**SCHOLARSHIP AWARD DINNER**: The winners of the scholarships are invited to attend a dinner in their honor where the actual scholarships are presented. The parents of the scholars and the principals of the schools are invited to attend. Each individual student is introduced by one of the scholarship selection committee members who talks about the student’s accomplishments and also about the former Rotary Club Member who is named in the scholarship. The student is given the opportunity to address the Rotary Club members to talk of his or her collage plans.

**CERTIFICATE OF AWARD:** A Waterville Rotary Certificate of Award is to be prepared and presented at the Award Dinner to each scholarship winner to commemorate the occasion.

**SIMPLIFIED SCHEDULE**: (Actual dates of events will be set each school year)

 Mid February Application forms are delivered to the high school counselors

End of March All application forms returned to the Scholarship Selection Committee

 Mid –April Review of applications and selection of scholarship finalists

 End of April Individual Interviews

 First week of May Selection of scholarship winners

 Third week of May Scholarship Award Dinner

REVISED July, 2020

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