

Dear High School Guidance Counselor:

The Putnam County Retired Teachers' Association is awarding scholarship(s) to graduates or soon to be graduates of Putnam County high schools. While the amount(s) will of necessity be small, it is our intent that they may be of some help in encouraging those preparing for their next educational endeavor.

We would be grateful for your help in copying, publishing, and distributing the enclosed forms necessary for student application.

Briefly, the following procedures will be necessary for application. The student must:

1. be enrolled in (or accepted by) a school of higher education
2. complete and send all necessary paperwork BY MARCH 1st, including a student application form, brief essay, and two recommendations from persons not related. Completed forms to be mailed in a 9" x 12" envelope.

This scholarship is for students planning to enroll in the field of education . Notification of awards will be made by May, and the money sent to the winner(s) in his/her name(s) by August.

This initial letter is for the purpose of acquainting you with our plans. Your suggestions or comments would be appreciated.

Thank you in advance for your help and cooperation. Please feel free to contact me.

Respectfully,

Kathy Hasselschwert
Scholarship chairperson
mwgarh@gmail.com

PUTNAM COUNTY RETIRED TEACHERS ASSOCIATION
RECOMMENDATION FORM

(To be returned to student to be included in application packet)

_____ has applied for the Putnam County Retired Teachers Association Scholarship. Your candid opinion of the applicant's suitability for the field of education is greatly appreciated. All information will be kept strictly confidential and will be destroyed after being reviewed by the scholarship committee. Please write your letter of recommendation on a separate paper and within the letter, answer the following questions. Your letter should be placed in a sealed business-sized envelope before returning it to the student to be submitted with his/her application.

- How long have you known the applicant?
- In what capacity have you known the applicant?
- Comment on the applicant's ability to communicate, capacity to achieve and probable chance for professional success in the field of education.
- Comment on the applicant's leadership qualities, relationship with peers, dependability, responsibility, and initiative in courses or work.
- Describe/Explain one characteristic that stands out to you in regards to the applicant.

PUTNAM COUNTY RETIRED TEACHERS ASSOCIATION

Scholarship Application Instructions

This scholarship is open to any Putnam County senior who has been accepted by an accredited university. This scholarship is for those who are pursuing a degree in education ONLY. Application packets must be returned in a 9" x 12" envelope by March 1 to:

Mrs. Kathy Hasselschwert
19270 Road B
Continental, OH 45831

Packets should include the following:

- Application Form
- Essay
- Transcript of Grades
- Photo of Applicant (wallet size)
- Two recommendations (NOT relatives). One recommendation should be from a person affiliated with school (teacher, coach, guidance counselor, etc) and one from a person outside of school (minister, Boy/Girl Scout leader, employer, etc). Both must be sealed in a business-sized envelope by the referring person before placing in the larger envelope.

The winner will be announced after the April meeting of the Putnam County Retired Teachers.

Notification of the award will be made in May and a check for the scholarship will be presented to the winner by August 15.

PUTNAM COUNTY RETIRED TEACHERS ASSOCIATION

Scholarship Application Form

Name _____

Address _____

Birthdate _____ Phone # _____

Parents _____

What college do you plan to attend? _____

What is your education major? _____

School Activities _____

School Honors _____

Community Activities _____

Work/Family Responsibilities _____

References (One should be school affiliated, the other may be someone outside the school (see above instructions))

1) _____

2) _____

Essay: On a separate piece of paper, type a one-page essay answering this question:

Why have you chosen to enter the field of education? Include any experiences you have had working with school-aged children.

Student Signature _____

Parent Signature _____

(Required for release of transcript)

Date _____