

TO: All Congregations in the Diocese of New Jersey

FROM: Van Duzer Scholarship Fund Trustees

SUBJECT: 2012 Application Process

DATE: October 2011

APPLICATION DEADLINE: March 1, 2012

Enclosed are the materials for the 2012 Van Duzer Scholarship application process. The critical components of the application are:

1. Application form
2. Student's essay
3. Student's activities form
4. Letter of recommendation from the Rector/Vicar or Youth Leader
5. Letter of reference from the student's guidance counselor
6. A completed financial aid form (can be obtained from student's high school guidance department)

**Deadline for submitting completed applications is March 1, 2012. It is important that all parts of the application be completed and submitted (postmarked) by that date.** Please make copies from the enclosed forms and distribute them to all interested youth and parents in your parish.

The information included in the application is used to assess the applicants on four criteria:

1. Church involvement - local, diocesan, national (this criterion is given the highest weight)
2. Financial Need (this criteria is also given the highest weight)
3. Community involvement (you may include a letter of reference supporting applicant's involvement)
4. Student essay
5. Scholastic performance

If any piece of the application is missing, the student's opportunity to achieve a high enough ranking to be considered for an award is sharply diminished. Applications are kept in strict confidence, reviewed only by members of the Van Duzer Scholarship Fund Board of Trustees.

The funds are intended for recent high school graduates entering their first year of study at an accredited post-secondary institution. If you have any further questions about the process, please contact The Rev. Canon Debra Clarke, Deacon, Secretary of the Van Duzer Trustees, at 877-394-5281 ext. 36.