



MARINE CORPS LEAGUE OF PENNSYLVANIA, INC

TO: Scholarship Applicants, Detachments/Auxiliary Units of PA
From: Jeffrey G. Butch, Scholarship Chairman
Subject: 2018 Scholarship Eligibility Requirements
Application Instructions

EVERY LINE MUST BE COMPLETED AND FILLED IN

1. All applications **must be postmarked** between **February 1st** and the deadline of **May 31st** of each award year. **Any applications received prior to February 1st or after May 31st will be ineligible** for consideration.
2. **Marine Corps League, Department of Pennsylvania** and **Marine Corps League Auxiliary, Department of Pennsylvania** Members, Member Spouses, Children and Grandchildren are eligible for this scholarship award.
3. To be eligible to receive a scholarship, applicants must be **qualified high school graduates** who will enroll in an institution of higher learning on a full-time (minimum 12 credits/semester) basis. **Marine and Navy Veterans who are Regular Members of the Marine Corps League and who will enroll on a part-time (minimum 6 credits/semester) basis are also eligible.**
4. The applicant must be accepted to an accredited college, university or technical (trade) school. **A letter of acceptance is required for first year applicants.**
5. The applicant or sponsor (spouse, parent, grandparent or guardian) must be a member in **good standing** within the Department of Pennsylvania Marine Corps League or Auxiliary for at least one (1) year prior to the May 31st deadline of each award year. A sponsor who has since become deceased can remain such for no more than one (1) year after the fact and the required signature/initials can be provided by the designated executor or executrix of the former. Sponsors (or Applicant if Applicant is a Member) are expected to remain in good standing with in the Department of Pennsylvania. Failure to remain in good standing may jeopardize scholarship applications for subsequent years.
6. The **applicant** is expected to complete **Section A** and **Section D** of the application. The **applicant's sponsor** is expected to complete **Section B** and **Section D** of the application. The completed form must be **legible** and returned to the Scholarship Chairman between February 1st and May 31st of each award year.

7. The completion of **Section C** is required by the **Detachment Commandant or Auxiliary President, as well as the Paymaster (Treasurer)** of the sponsoring Detachment or Auxiliary Unit. The **Detachment Commandant or Auxiliary President** must also complete **Section D**. This is **required** to endorse the sponsor as a member in good standing with current dues paid. This information must be provided on the application for each award year.
8. A Scholarship will only be awarded to **First, Second, Third, and Fourth year undergraduate students**. The renewing applicants must successfully maintain academic standards for undergraduate studies. An applicant **must reapply** for a scholarship each year the student is eligible.
9. All candidates will be notified via email (if provided) after the Department Convention of each year.
10. Upon commencing the first term of school and receiving notice of being an award recipient, the candidate must inform the Scholarship Chairman (by letter) that he/she is actually attending school. This should include verification from the school as well as the address to which the check should be sent. The verification letter must state the status of the applicant as a full-time student enrolled in the fall semester and meeting academic standards for the college or University. **Scholarship Funds will be mailed directly to the student awardee.**
11. Failure to comply with all eligibility requirement may result in rejection. **All decisions of the Scholarship Committee are Final.**
12. Each award must be claimed by **December 31st** or the monies will revert to the scholarship fund.

All correspondence must be directed to the Scholarship Chairman

Jeffrey G. Butch, Chairman
MCL of PA Scholarship
104 Winding Hill Dr.
Lancaster, Pa 17601
717-898-9111 (home)
717-475-3009 (cell)
E-Mail: jbutch1@mac.com

Scholarship Committee

Vice-Chair:	Karen Mastriania
Committee Member:	Mike Mastriania
Committee Member:	Ruth Moyse

SECTION C:

I, the Paymaster (Treasurer), of _____
Detachment (Auxiliary Unit), certify that the member (if the actual applicant)
or sponsor is a member in good standing for at least (1) year prior to May 31st
of the application.

Detachment Paymaster or Auxiliary Unit Treasurer Certification:

(Name/Print)

(Signature) **Date:** _____

I, the Commandant (President) of _____
Detachment (Auxiliary Unit), certify that the member is qualified to sponsor
_____ as an applicant for a scholarship
through the Marine Corps League of Pennsylvania Scholarship Program.

Detachment Commandant or Auxiliary Unit President Certification:

(Name/Print)

(Signature) **Date:** _____

Detachment or Auxiliary Unit Name: _____

Detachment or Auxiliary Unit Address: _____

City _____ **State** ____ **Zip (+4)** _____

SECTION D:

The following lines **MUST BE initialed** by the person completing the relevant
sections of this application, where applicable, to indicate proper completion by
that person:

_____ **SECTION A**
(Applicant)

_____ **SECTION B**
(Sponsor)

_____ **SECTION C**
(Commandant or President)

Please return the completed application to:

JEFFREY G. BUTCH
MCL of PA SCHOLARSHIP
104 Winding Hill Dr.
Lancaster, PA 17601