



Scholarship Application

\$1,000 Scholarship Award

Presented by Knowledge Is Key, Inc. "K.I.K"

The **Scholarship Award** will be presented to the Winning Applicant for the *Fall Semester* of the applied year.

Revised 9/13/20

Application Instructions

Please complete the attached application form to apply for the *Knowledge Is Key, Inc. Scholarship Award*. All applications must be submitted by 11:59pm EST on **March 30, 2021**. Late applications will not be accepted.

Applications can be submitted by one of the following means **only**:

- *By mail to:*
Knowledge Is Key, Inc.
Scholarship Applicant
29 Marvin Ave, Uniondale, NY 11553
- *By email to:* **info@KnowledgeIsKeyInc.org/** Subject: Scholarship Applicant

Requirements:

1. Applicant is enrolled in and can provide proof of enrolment to an accredited College, University or Trade School.
2. Applicant must submit a completed application packet, which includes all completed forms, 1 completed reference form (written or typed) and 1 typed essay.

Scholarship Recipient Expectations:

We hold our recipients with high esteem and consider them to be an integral part of the Knowledge Is Key, Inc. family. We invite recipients of the Knowledge Is Key, Inc. Scholarship to take part in K.I.K's yearly activities and events. This may include serving as an honorary spokesperson for the scholarship year and taking part in the scoring of future applications. When applicable we may offer internship opportunities to recipients as well. As a Scholarship recipient you will be asked to submit a personal picture or headshot that displays you in a scholarly light. By applying for the Knowledge Is Key, Inc. Scholarship, you are agreeing to the above terms and understand what is expected if selected as the recipient for the cycle in which you apply.

Important Information:

- All checks will be made payable to the College, University or Trade School the applicant is attending; personal checks are unavailable.
- All checks will be posted no earlier than the 1st of August and no later than the 10th of August of the Scholarship year, unless prior arrangements have been made.
- All Scholarships will be applied to the Fall Semester and/or the entire school year unless otherwise noted.

We look forward to receiving your application.

Sincerely,

Scholarship Committee

Knowledge Is Key, Inc. "K.I.K"

KNOWLEDGE IS KEY, INC.

29 Marvin Avenue | Uniondale, NY 11553

info@knowledgeiskeyinc.org | 516.610.0214 | www.knowledgeiskeyinc.org

Scholarship Application Checklist

Your application is not considered complete and will not be considered for review until all of the following items have been submitted before the due date.

- Personal & Educational Information form
- Extra Curricular & Community Service Activities form
- Applicant Essay (typed)
- Reference Form
- High School Transcript **and** Transcript Request Form (For high school students only. Both transcript and a transcript request form **must** be submitted, even if that information can be found elsewhere)
- College Transcript

Items listed are not required to be submitted together, but should be submitted no later than March 30, 2021. If the application due date is 10 business days or more away, K.I.K representatives may choose to inform applicants of missing documents, but is under no obligation to do so.

Due on March 30, 2021

HIGH SCHOOL TRANSCRIPT REQUEST

This form **must** be submitted by high school students.

Student Information

First Name: _____ Last Name: _____
Address: _____ Home Phone: _____
_____ E-Mail: _____
City: _____
State: _____ Zip: _____

I give permission for my official transcript and other information to be sent to Knowledge Is Key, Inc.

Student's Signature: _____ **Date** _____

Parent Signature (If applicant is under 18 years old) _____ **Date** _____

Authorized School Official Please print clearly

Please provide the following information for the student above:

High School GPA _____ ACT Composite _____
Date of Graduation _____ SAT Composite _____
Name of Authorized Personnel: _____ Title: _____

Authorized Official's Signature: _____ **Date** _____

Please mail this form with applicant's official transcript to Knowledge Is Key, Inc. 29 Marvin Avenue, Uniondale, NY 11553

Personal Information

First Name: _____	Last Name: _____
Address: _____ _____	Home Phone: _____
City: _____	E-Mail: _____
State: _____	Zip: _____

Educational Information

Please **do not** complete this section if you have completed at least one semester at a college, university or trade school. This section is to be completed by graduating H.S. seniors or individuals who have not completed secondary education courses.

High School: _____

GPA: _____ Graduation Date: _____

Which standardized test score will you submit? When was the test taken? ____/____/____

SAT scores ACT scores

A high school transcript and ACT or SAT scores are required for all scholarship applicants who have not completed one full semester of college. Complete the top portion of the High School Transcript Request form on page 3 and present it to your school official or guidance counselor. It must be completed and returned with an official transcript to 29 Marvin Ave, Uniondale, NY 11553 in a sealed envelope from the issuing school.

College/Trade School: _____

GPA: _____ Graduation Date: _____

Graduate School: _____

GPA: _____ Graduation Date: _____

An official transcript is required from all applicants who have completed at least one full semester at a college, university or trade school. Do not submit a H.S. transcript. The official transcript must be sent to 29 Marvin Ave, Uniondale, NY 11553 or sent electronically by the institution's Registrar directly to **info@KnowledgeIsKeyInc.org**. Records are considered official when mailed or sent electronically by the issuing institution. Mailed transcripts must have the school's seal and should be sent in a sealed envelope.

Extracurricular Activities/Community Service

Date	Activity Roles	Responsibilities
(limit to past 2 years)		
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

“K.I.K” Activities and Programs

Please list all Knowledge Is Key, Inc. Events you have attended and/or participated in:

1. _____
2. _____

How did you hear about this scholarship opportunity? Please be specific. _____

Essay Questions

Please answer **1** of the **4** Essay Questions listed below on a separate sheet of paper. Essays must adhere to the following guidelines:

- Must be a minimum of 2 pages; maximum 3 pages
- Essay must be typed and should be Times New Roman, 12 pt. font
- The line spacing should be set to 1.5
- The selected essay topic should be noted on your essay
- Add your full name to all essay pages and number the pages

1. Essay Question (A)

Articulate the goals you have established for yourself and your efforts to accomplish them. Give at least one specific example that demonstrates your work ethic/diligence.

2. Essay Question (B)

Describe examples of your leadership experience in which you significantly influenced others, helped resolve disputes, or contributed to group efforts over time. Consider responsibilities to initiatives taken in or out of school.

3. Essay Question (C)

Describe the most significant challenge you have faced and steps you have taken to address this challenge.

4. Essay Question (D)

Identify one (1) area/component of your life (your faith, your educational experiences, your community/school involvement, etc.). Explain how this area/component inspires you to be a leader in your community.

Scholarship Reference Form

Please have the attached form completed by a business, work or school related contact, whom is not a relative.

Dear _____,

I am applying for an academic scholarship awarded by **Knowledge Is Key, Inc.** I would like you to complete the below reference form. My application packet, along with your reference, must be submitted to the scholarship committee by **March 30, 2021**, in order for my application to be considered. Please feel free to attach additional pages if necessary. You may return it to me in a sealed envelope, forward it to the address listed below, or you may email your reference form to **info@KnowledgeIsKeyInc.org** **ATTN:** Scholarship reference, along with a copy to me.

Scholarship Applicant: _____

Applicant Address: _____

Applicant Email: _____

Reference Name: _____

1. How long have you known the applicant and in what capacity?

2. What characteristics do you feel the applicant possess that make him/her a successful student?

3. What is your assessment of the applicant's ability to succeed?

4. Are there economic or unique factors that make the applicant especially worthy of scholarship support?

5. Additional comments:

Signature _____

Title _____

Email _____

Phone _____

KNOWLEDGE IS KEY, INC.

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Score Sheet

Criteria			Total Points Possible
Old S.A.T (Based on a Scale of 2400) 1000 – 1400 2 points 1401 – 1600 4 points 1601 – 1800 6 points 1801 – 2000 8 points 2001 – 2400 10 points		New S.A.T (Based on a Scale of 1600) 600 – 800 2 points 801 – 1000 4 points 1001 – 1200 6 points 1201 – 1400 8 points 1401 – 1600 10 points	10 points <i>(High School Grad Applicants Only)</i>
A.C.T (Based on a Scale of 36) 1-10 2 points 11-20 4 points 21-26 6 points 27-30 8 points 31-36 10 points			
H.S. GPA (Based on a Scale of 100) 70 – 75 4 points 76 – 80 8 points 81 – 85 12 points 86 – 90 16 points 91 – 100 20 points	H.S. GPA (Based on a 4.0 Scale) 1.7 - 2.2 4 points 2.3 - 2.7 8 points 2.8 - 3.2 12 points 3.3 - 3.6 16 points 3.7 - 4.0 20 points	College GPA 2.5 - 2.7 5 points 2.8 - 3.0 10 points 3.1 - 3.3 15 points 3.4 – 3.6 20 points 3.7 – 3.9 25 points 4.0 30 points	20 points <i>(High School Grad Applicants Only)</i> 30 points <i>(College/Trade School Students Only)</i>
Essay			50 points
Extracurricular Activities/Community Services <i>2 points each – Any activities listed in addition to the 10 slots provided will be considered but not scored.</i>			20 points
Total:			100

Scholarship Recipients must attain 75% or higher of the total score in order to receive the scholarship award.

Essay Score Sheet

Applicant #: _____

All essays will be scored based on the below criteria

SCORE

1. Grammar, Spelling & Punctuation

Individual showed great attention to detail, made very few or no spelling and grammatical errors. It appears that the writer took the time to edit and review his/her work. Punctuation errors were minimal.

2. Organization & Depth

The writer's paragraphs were in a logical order and showed a natural flow of ideas. Essay was very easy to read. The writer's sentences were clear and effectively conveyed the his/her ideas to the reader.

3. Originality & Enthusiasm

The writer was able to grab the reader's attention. The writer laid out their ideas in a way that kept the reader interested, wanting to read more. The writer took the time to input new thoughts & ideas. The writer did not repeat the same ideas from paragraph to paragraph. Readers would be intrigued to examine more of the writer's work.

4. Content

Did the writer show a thorough understanding of the topic they chose? How well does the writer expand on the topic of choice? Did the writer remain true to their topic throughout the essay?

5. Development

Did the writer develop an interesting and significant interpretive thesis statement at an appropriate scope for length of the essay? Was there ample, well-chosen evidence used to support the thesis? Did it include a thoughtful analysis? Was the supporting ideas developed thoroughly with details that are specific, relevant, and show a solid understanding of the question?