



# Gundaker Foundation

a charitable non-profit corporation (I.R.C 501.c.3)

## Rotary International

District 7450/Philadelphia Metropolitan Area



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### INSTRUCTIONS FOR APPLYING FOR GRADUATE GRANTS

The Gundaker Foundation offers several one-year Graduate Scholarship Grants for post-baccalaureate studies in graduate and professional Schools. Gundaker Graduate Grants are renewable provided that recipients resubmit *all* application materials, receive the endorsement of a District 7450 Rotary Club, and are selected by the Gundaker Foundation for an additional award.

#### ELIGIBILITY

Candidates may be graduating college seniors, other persons seeking admission to graduate or professional schools for the first time, or those already enrolled in a post baccalaureate institution. Students who are residents of the 7450 Rotary District or enrolled in an institution located within the District are eligible to apply. The District includes all of Philadelphia County, much of Chester, Delaware, and Montgomery Counties, and part of lower Bucks County. Rotarians and members of their immediate families are not eligible for these grants.

#### SELECTION CRITERIA

Qualifications for these grants include high academic achievement; a record of leadership in school, community, or other settings; and evidence of involvement in giving service to others. Financial need is also a consideration. To receive the funds, the selected applicants must enroll in a graduate program during the fall term of academic year 2014-2015, either as new or continuing students. **CANDIDATES MUST PLAN TO ENROLL FULL-TIME.**

#### APPLICATION PROCEDURE

Candidates apply for a Gundaker Graduate Grant through their local Rotary Club. *All application materials must be submitted to the club no later than February 14<sup>th</sup>, 2014.*

A list of the Rotary Clubs in District 7450, with the Club Gundaker Director's name and contact information, can be found at [www.rotary7450.org/gundaker/programs](http://www.rotary7450.org/gundaker/programs). If you are in doubt about the Club to which you should apply, contact the Gundaker Director of the Club which you think is correct and ask his/her advice.

All applications *must* include the following:

- Application form.
- An essay (no more than three pages) describing your academic and service activities, your intended goals, and how you meet the qualifications for the award. You may also include a copy of your résumé.
- Official transcripts of all *undergraduate and graduate* institutions the candidate has attended.
- Signed affidavit from the Financial Aid Director at the university which the applicant intends to attend attesting to the total costs of attendance for the coming year, the amount of aid the applicant anticipates committing from his/her own or his/her family's resources, and other sources; and the amount of remaining financial aid needed.
- A statement from the Dean (or appropriate officer) of the applicant's current or last school affirming that he or she is in good academic standing and is free from disciplinary sanctions.
- A recommendation letter from a person who attests to the candidate's leadership and/or service activities.

## **SELECTION PROCEDURES**

1. Candidates email/mail their application documents to the GUNDAKER DIRECTOR of their local Rotary Club by *February 14<sup>th</sup>*.
2. Local Rotary Clubs receive applications and select candidates they will sponsor for grants.
3. Application materials for the selected candidates are forwarded to the Gundaker Foundation Graduate Grant Committee no later than *March 17<sup>th</sup>*.
4. The Gundaker Foundation Graduate Grant Committee interviews finalists in early April. Announcements of grant recipients are made in May. Grant payments are made in August/September for the start of the fall term. Payments are normally made jointly to the recipient and university.



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### APPLICATION FOR GRADUATE GRANTS

|  |  |                           |  |
|--|--|---------------------------|--|
| Name:  |  |                           |  |
| Today's Date:                                |  |                           |  |
| Rotary Club:                                 |  |                           |  |
| Telephone:                                   |  | Email:                    |  |
| Current Address:                             |  |                           |  |
| Permanent Address (if different from above): |  |                           |  |
| Degree Pursued (M.A., M.D., PhD, etc.):      |  | Expected Graduation Date: |  |

#### Institution where you plan to use a Gundaker grant.

If you have not yet confirmed acceptance, list all institutions to which you have applied.

|               | Institution | Proposed field of study |
|---------------|-------------|-------------------------|
| First Choice  |             |                         |
| Second Choice |             |                         |
| Third Choice  |             |                         |

|                                 |  |                                       |  |
|---------------------------------|--|---------------------------------------|--|
| Father's occupation             |  | Mother's occupation                   |  |
| If married, spouse's occupation |  | Number of dependent children (if any) |  |

#### Employment History (begin with present job; attach a separate sheet, if necessary)

| Position | Employer | Dates | P/T or F/T |
|----------|----------|-------|------------|
|          |          |       |            |
|          |          |       |            |
|          |          |       |            |

#### Education History (begin with your present institution)

| Institution | Dates Attended | Degree(s) Conferred | Grade Point Average |
|-------------|----------------|---------------------|---------------------|
|             |                |                     |                     |
|             |                |                     |                     |
|             |                |                     |                     |



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### FINANCIAL AID AFFIDAVIT

|                   |  |
|-------------------|--|
| Applicant's Name: |  |
|-------------------|--|

**Instructions:**

In the Cost Colum accurately enter the costs you anticipate during the next academic year for each of the items listed. In the Resources Column enter on each line the amount of money you expect to receive for the educational expenses for the next academic year.

| <u>Costs for coming year</u> |  |
|------------------------------|--|
| Tuition                      |  |
| Room                         |  |
| Meals                        |  |
| Books                        |  |
| Travel                       |  |
| Personal                     |  |
| Other (specify)              |  |

| <u>Resources available for coming year</u> |  |
|--|--|
| Personal Savings                           |  |
| Earnings from work                         |  |
| Parents/Spouse                             |  |
| Other Relatives                            |  |
| Government/School Grants                   |  |
| Fellowships/Assistantships                 |  |
| Other (specify)                            |  |

| <u>Loans available for coming year</u> |  |
|--|--|
| Personal                               |  |
| Government                             |  |
| Other (specify)                        |  |

| <u>Summary</u>        |  |
|-----------------------|--|
| Total Costs           |  |
| Total Resources/Loans |  |
| Unmet Need            |  |

**Other Sources of Aid**

To what other sources have you applied for financial aid for next year? Please indicate the source, the amount, type of aid, and date you expect to receive the aid. Use a separate sheet if necessary.

|  |
|--|
|  |
|  |
|  |

**I declare the information reported on the form is correct and complete.**

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

*I have reviewed the above costs and they conform to the standard of budget for post-baccalaureate level study for students attending this Institution. I have also reviewed the figures provided for loans and grants and, to my knowledge, they are accurate.*

Financial Aid Officer name: \_\_\_\_\_

Signature: \_\_\_\_\_

Institution: \_\_\_\_\_

Date: \_\_\_\_\_



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### DEAN'S AFFIDAVIT GRADUATE GRANT PROGRAM

|                   |  |
|-------------------|--|
| Applicant's Name: |  |
| Institution:      |  |

**Instructions:**

Please describe the applicant's academic status at your institution and whether the person is under disciplinary action. Gundaker Foundation Grants are intended for academically outstanding students who also have a record of leadership and of service to others. Your comments about that applicant's qualifications against these criteria are respectfully requested as well.

Officer's name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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### REFERENCE LETTER GRADUATE GRANT PROGRAM

|                            |  |
|----------------------------|--|
| Applicant's Name:          |  |
| Reference Name:            |  |
| Relationship to Applicant: |  |

**Instructions:**

The above named person has applied for a Gundaker Foundation Graduate Grant. These Grants are intended for academically outstanding students who also have a record of leadership and service to others. Your comments about the applicant's qualifications against these criteria are respectfully requested.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_