



Town of Carrabassett Valley
1001 Carriage Road
Carrabassett Valley, ME 04947
207-235-2645
207-235-2646

To: Carrabassett Valley Resident Students continuing Post-Secondary
Education (College, Technical Schools, etc.)
From: Carrabassett Valley Town Office

Re: Town of Carrabassett Valley Scholarship Fund

Dear Student and/or Student Families:

Each year the Town of Carrabassett Valley awards college scholarships from the Town's Scholarship Fund to eligible resident students. **Please note there is a five-year Carrabassett Valley Residency Requirement.** The purpose of this letter is to remind current recipients of this scholarship and to inform graduating High School students of the June 1st deadline for applying for this scholarship for next school year (current recipients must reapply each year).

Please find enclosed the scholarship requirements and an application form for this purpose. A copy of this application can also be obtained on the Town's website at www.carrabassettvalley.org (or let us know and we can e-mail you a copy). Please read carefully all of the requirements. The deadline to submit **all** of the necessary information (**including all written references**) to be considered for a scholarship this year is **May 13th, 2022[!]**. Late applications may not be accepted or may result in a reduced amount of scholarship award.

For High School Senior's (incoming College or Trade School Freshman) please note that the application requires three written recommendations (two scholastic and one non-scholastic non-relative). **All letters of recommendation must be dated and must have been written within the previous 12 months.** We will accept e-mail recommendations. However, these must be produced on some form of official stationery, with contact information and preferably be electronically "signed" by the individual providing the email (these may be sent to townofcv@roadrunner.com). In the past, we have found that, for a variety of reasons, students have had difficulty obtaining these recommendations prior to June 1st. Applicants are advised to seek more than the required number of recommendations and to seek them early in order to meet the June 1st deadline. Please send the recommendations and the application form to: Carrabassett Valley Scholarship Committee, Town Office, 1001 Carriage Road, Carrabassett Valley, ME. 04947 (or email to the address below). If you have any questions please feel free to call Wendy at the Town Office (207-235-2645) or e-mail her at: townofcv@roadrunner.com. The Town's Scholarship Committee will meet shortly after the May 13th application deadline and announce the scholarship recipients for next year. We hope you will take advantage of this opportunity.

CARRABASSETT VALLEY SCHOLARSHIP FUND

APPLICATION INFORMATION AND INSTRUCTIONS

STATEMENT OF PURPOSE: The funds are to be used for scholarships for worthy students from Carrabassett Valley in order that these students may continue their post-secondary education (which includes up to a five-year degree program) at an institution of higher learning. The decision regarding the use of said money and the choice of recipients is to be made by the Carrabassett Valley Scholarship Committee, which will consist of a member of the Board of Selectmen, a member of the Community chosen by the Board of Selectmen, a member of the School Committee, a member of the Community chosen by the School Committee, and the Carrabassett Valley Town Manager.

THE FOLLOWING REQUIREMENTS HAVE BEEN ESTABLISHED BY THE CARRABASSETT VALLEY SCHOLARSHIP COMMITTEE: Please note that the application requirements are different for incoming college freshmen than for incoming college sophomores, juniors and seniors.

1. Student must be a resident of Carrabassett Valley and incoming college freshmen (High School Seniors) must have been tuitioned by the Carrabassett School Committee for five years prior to the first-year scholarship application. The parent or legal guardian must have been paying taxes and/or registered their vehicle(s) in Carrabassett Valley during this five-year time period.
2. Student must demonstrate scholastic ability, leadership qualities or financial need through transcripts, written recommendations and an essay (essay not required for incoming college freshman).

Incoming Freshman or Trade School applicants (High School Seniors) are required to provide **three** written recommendations (two must be from professionals in the field of education; one must be non-scholastic, non-relative). Applicants may seek more than the required number of recommendations and should seek them early in order to meet the May 13th deadline. In addition, Freshman must provide the Scholarship Committee with High School Transcripts.

Incoming College or Trade School Sophomores, Juniors and Seniors are required to provide only **one** scholastic recommendation and must provide the Committee with an **essay** (approximately 500 words or less) that describes their college experience to date, their current scholastic goals and objectives and their career or other aspirations beyond college. Applicants may wish to seek more than the one required recommendation and to seek it early in order to meet the May 13th deadline.

3. **Students in their first year of college** will receive their scholarship funds, payable to the school, during their second semester, if the student is still in attendance and not on academic or social probation. Students must maintain a grade point average of 2.0 or above to be eligible for this scholarship. Students are required to send a copy of their first semester grades to the Town Office in order to receive the scholarship (these will remain confidential). Upon receipt of notice of a scholarship from the Town, the student (or parent) must provide the Town with an invoice or billing notice from the School for the Town to make payment to.

4. **Students beyond their freshman year of college** will receive their scholarship funds, payable to the school, the first semester, if not on academic or social probation the previous semester. Upon receipt of notice of a scholarship from the Town, the student (or parent) must provide the Town with an invoice or billing notice from the School for the Town to make payment to.

5. **It shall be the responsibility of the student applicants to supply the Scholarship Committee with their completed and signed application,** along with the minimum number of required references, an essay (as stated above for college sophomores, juniors and seniors), as well as their latest grade transcript and acceptance notification from their school (for incoming college freshman and if available). All letters of recommendation must have been written within the previous 12 months. E-mail letters of recommendation and applications are acceptable. However, recommendations from College or Trade School professors or instructors should be produced on some form of official stationery with contact information. (Send to: townofcv@roadrunner.com) and preferably they should be electronically “signed”. Signed letters can also be faxed (207-235-2825).

If students are applying for the first semester, the deadline for consideration shall be MAY 1 of each year. ***(the due date is different this year, it's May 13, 2022 but the second semester date remains the same)*** If the student is applying for the second semester only, the deadline for consideration is NOVEMBER 1 of each year. ALL of the information requested in this application must be supplied with the application by these dates.

6. Applications are available through the Town Office, 1001 Carriage Rd., Carrabassett Valley, Maine 04947 (tele.: 207-235-2645) and must be returned to that same address (or faxed or emailed), sent to the attention of the Carrabassett Valley Scholarship Committee, by the applicable due date EACH YEAR of application in order to be considered. Late applications may not be accepted. Questions or correspondence should be directed to Town Clerk Wendy Russell at 207-235-2645 or townofcv@roadrunner.com.

CARRABASSETT VALLEY SCHOLARSHIP FUND APPLICATION FORM (Confidential)

PLEASE SUBMIT A COMPLETED APPLICATION FORM FOR EACH YEAR YOU APPLY FOR SCHOLARSHIP FUNDS. PLEASE NOTE: TO BE CONSIDERED BY THE CARRABASSETT VALLEY SCHOLARSHIP COMMITTEE, YOUR APPLICATION MUST BE RECEIVED BY MAY 1ST OF EACH YEAR IF APPLYING FOR THE FIRST SEMESTER OR NOVEMBER 1ST OF EACH YEAR IF APPLYING FOR THE SECOND SEMESTER ONLY.

EACH COMPLETED APPLICATION FORM MUST BE ACCOMPANIED BY A TRANSCRIPT OF YOUR SCHOOL RECORD (see enclosed checklist), PROOF OF ACCEPTANCE (if applying for the first time, if available), SIGNED AND DATED LETTERS OF RECOMMENDATION AS STATED IN THE APPLICATION INSTRUCTIONS.

Date: _____

Name: _____

Address: _____

Phone: _____

E-Mail Address-Student: _____

(for high school seniors only; please include a private, non-school related email address)

Email Address- Parent: _____

HIGH SCHOOL SENIOR AND/OR INCOMING COLLEGE FRESHMAN: High School/ High School
Address and Date Graduated or Graduating:

College/School Where Accepted (if available) and Address:

Note: Please notify the Carrabasset Valley Town Office if plans should change at any time.

Upcoming College Year: 1 2 3 4

Dad's Occupation: _____ Mom's: _____

Brothers and sisters living at home or attending School, including yourself:

Name: _____ Age: _____ Grade/Job: _____

ANNUAL EXPENSES:

APPROXIMATE FUNDS AVAILABLE:

Tuition _____

Parents/Savings, etc. _____

Room/Board _____

Work _____

Other _____

Other _____

TOTAL _____

TOTAL _____

Please note any exceptional expenses or circumstances:

Please list any scholarships or awards or special recognitions you have received:

Please list your past and present work experiences:

Now Please write a brief paragraph as to why you decided to apply for this scholarship (You may attach this):

SIGNATURE OF STUDENT _____

THANK YOU FOR COMPLYING WITH THE REQUIREMENTS OF THE CARRABASSETT VALLEY SCHOLARSHIP COMMITTEE.

Application Form Checklist:

*(please note the different requirements above for College
Sophomore, Junior and Seniors)*

_____ APPLICATION FORM

_____ LETTER(S) OF RECOMMENDATION
FROM ACADEMIC PROFESSIONALS
(TEACHERS/PROFESSORS)---must be dated and signed
within the last twelve months

_____ ONE NON-SCHOLASTIC, NON-RELATIVE
LETTER OF RECOMMENDATION---must be dated and
signed within the last twelve months

_____ COPY OF REPORT OF GRADES FOR LATEST SEMISTER
THAT IS AVAILABLE (College) OR COPY OF HIGH
SCHOOL TRANSCRIPT (High School Seniors who are
applying)

_____ PROOF OF COLLEGE ACCEPTANCE (for High School
Seniors). Please note that if you have not yet been accepted
at the time of your scholarship application please state this
and provide this information as soon as it becomes available.