Wyoming Department of Education

Cindy Hill, Superintendent of Public Instruction
2020 Grand Avenue, Suite 500
Laramie, WY 82070
Phone: 307-721-1900 Fax: 307-721-1901 Website: edu.wyoming.gov

MEMORANDUM NO. 2011–021

TO: School District Superintendents
High School Principals
High School Counselors
Private Secondary Schools

FROM: Julie Magee, Robert C. Byrd Honors Scholarship Program Manager
Educational Quality & Accountability Division

DATE: February 18, 2011

SUBJECT: Robert C. Byrd Honors Scholarship Application

TIME SENSITIVE

Attached is the 2012 application for the Robert C. Byrd Honors Scholarship Program. Feel free to make as many additional copies of the application as you deem necessary for distribution**.** **Please do not use older versions of this application**. Please assure that **ALL** eligible seniors have access and opportunity to participate in this program.

The purpose of the Robert C. Byrd Honors Scholarship Program is to promote student excellence and achievement, and to recognize exceptionally able students who show promise of continued excellence. The scholarships are awarded on the basis of merit for the first year of study at the post-secondary level and are renewable for up to three (3) additional years. Nine (9) scholarships of $1,500 each will be awarded to Wyoming high school graduates.

To be eligible for the $1,500 scholarship, the applicant must be a 2011 graduate of a public or private secondary school or have the equivalent of a certificate of graduation recognized by the state, show academic excellence, and have been admitted for the fall semester to an institution of higher education.

After completing the form, print it, add the necessary signatures, and mail the form and other required materials to Julie Magee, Wyoming Department of Education, 2020 Grand Avenue, Suite 500, Laramie, WY 82070. Please note, that the program has an **April 4, 2011,** application deadline.

Additional information may be obtained by contacting Julie Magee at (307) 721-1945, or at jmagee@educ.state.wy.us.

JM:al

Attachment

ROBERT C. BYRD HONORS SCHOLARSHIP

2011-2012

INSTRUCTIONS

Application Postmark Deadline:
April 4, 2011

General Information

The *Robert C. Byrd Honors Scholarship Program* is a federally funded program to promote student excellence and achievement and to recognize exceptionally able graduating seniors who show promise of continued excellence. Nine scholarships will be awarded in Wyoming for the 2011-2012 school year. These $1,500 scholarships are awarded on the basis of merit for the first year of study at an institution of higher education. Awards are subject to the availability of Congressional funding and may be received for up to a total of four years.

Eligibility Requirements

1) Applicant must be a 2011 graduate of a Wyoming public or private secondary school or have the equivalent of a certificate of graduation recognized by the state.

2) Applicant must have been accepted for enrollment at an institution of higher education for the fall of 2011. Scholarships will be awarded without regard to which institution they plan to attend. **Scholarships cannot be awarded for use at a military service academy.** A copy of the letter of acceptance must be included with the application.

3) Applicant must have demonstrated outstanding academic achievement and show promise of continued academic excellence.

4) Applicant must have a minimum high school grade point average (GPA) of 3.80 that is unweighted on a 4.0 scale. You must attach an official high school transcript to your application.

5) Scholarship recipients must attend an institution of higher education on a full-time basis as defined by that institution starting in fall 2011.

6) Applicant must be a U.S. citizen or national of the United States or have evidence from the U.S. Immigration and Naturalization Service that he or she is a permanent resident or is in the United States for other than a temporary purpose, **and** be a Wyoming resident even though he/she lives outside the State, e.g. military.

7) Financial need is not a factor in the selection process.

Application Procedure

1) Complete all sections of this application. Incomplete applications will not be accepted. **Refer to the final checklist to be sure all materials are included before mailing**.

2) The selection panel will not review any additional information such as letters of recommendation or any other extra documents. Please do not include these items in the application packet.

3) Application and all attachments must be on plain white paper and stapled or clipped in the upper left hand corner. **DO NOT** submit the application packet in a binder or report cover.

4) Submit all materials to Julie Magee, Wyoming Department of Education, 2020 Grand Avenue, Suite 500, Laramie, WY 82070. **Applications will not be accepted by fax.**

This scholarship program is authorized under Title IV, Part A, Subpart 6 of the Higher Education Act of 1965, as amended.

NONDISCRIMINATION STATEMENT

The Wyoming Department of Education does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment of employment in its programs or activities. Inquiries concerning Title VI, Title IX, Section 504, and ADA may be referred to Wyoming Department of Education, Office for Civil Rights Coordinator, 2300 Capitol Ave., Cheyenne, WY, 82002-0050 or 307-777-7673, or the Office of Civil Rights, Region VIII, U. S. Department of Education, Federal Building, Suite 310, 1244 Speer Boulevard, Denver, CO 80204-3582, or 303-844-5695 or TDD 303-844-3417. This information will be provided in an alternative format upon request.

ROBERT C. BYRD HONORS SCHOLARSHIP

2011-2012

APPLICATION

Application Postmark Deadline:
April 4, 2011

PLEASE TYPE OR PRINT

Section 1: Personal Data

NAME (Mr., Ms.)	
MAILING ADDRESS	TELEPHONE NUMBER
CITY, STATE, ZIP	PARENT/GUARDIAN NAME

Are you a Wyoming Resident? ❑ Yes ❑ No

Are you a U.S. Citizen? ❑ Yes ❑ No (If NO, enclose copy of INS Green Card. ❑ Copy enclosed.)

Are you registered with the Selective Service? ❑ Yes ❑ No (If NO, check appropriate box below.)

- ❑ I am female
- ❑ I have not reached my 18th birthday
- ❑ I am in the armed services on active duty

NOTE: In order to receive Title IV financial aid, you must be registered with the selective service if you are required to register. If you purposely give false or misleading information, you may be subject to a fine, imprisonment, or both.

What Institution of Higher Education do you plan to attend?* _____

What do you plan to study? _____ ❑ Public ❑ Private

MAILING ADDRESS	CITY, STATE, ZIP

APPLICANT SIGNATURE	DATE	PARENT/GUARDIAN SIGNATURE	DATE

Section 2: Education Data (TO BE COMPLETED BY GUIDANCE COUNSELOR/SCHOOL OFFICIAL)

HIGH SCHOOL NAME & MAILING ADDRESS

Grade point average (GPA)** _____	ACT Score Composite _____
Class rank _____ out of _____ students	SAT Score Composite _____

I certify that the above information (Section 1 & Section 2) is complete and accurate.

Place School Seal Here

GUIDANCE COUNSELOR /SCHOOL OFFICIAL PRINTED NAME	
GUIDANCE COUNSELOR/SCHOOL OFFICIAL SIGNATURE	
OFFICIAL'S TITLE	
DATE	TELEPHONE NUMBER

*** Attach a copy of applicant's letter of acceptance from the chosen institution of higher education**

**** Cumulative GPA on an unweighted 4.0 scale rounded to two decimal places. Official high school transcript must be attached to this application.**

Section 3: Accomplishments

Please attach one (1) page to include the following areas of outstanding accomplishments, both in school and community.

- ❑ Activities (academic and extracurricular) you have participated in during high school. Include the number of years of involvement including grade level, leadership activities and/or offices held, committees or special projects you were involved with. Also include any special recognition and/or awards received for your involvement.
- ❑ Community service and/or volunteer activities you have participated in, including employment. Include a brief description and the number of months and hours per week of involvement.

Section 4: Student Essay

Please attach a one (1) page essay, written by you, of between 200-250 words on the following topic:

Why Attending College Is Important To Me

Section 5: Certification of Eligibility for Federal Assistance in Certain Programs

I understand that 34 CFR 75.60, 75.61, and 75.62 require that I make specific certifications of eligibility to the U.S. Department of Education as a condition of applying for Federal funds in certain programs and that these requirements are in addition to any other eligibility requirements that the U.S. Department of Education imposes under program regulations. Under 34 CFR 75.60 - 75.62:

I. I certify that:

A. I do not owe a debt, or I am current in repaying a debt, or I am not in default (as that term is used at 34 CFR Part 668) on a debt:

1. To the Federal Government under a non-procurement transaction (e.g., a previous loan scholarship, grant, or cooperative agreement); or
2. For a fellowship, scholarship, stipend, discretionary grant, or loan in any program of the U.S. Department of Education that is subject to 34 CFR 75.60, 76.61, and 75.62, including:
   - β Federal Pell Grant Program (20 U.S.C. 1070a, et seq.);
   - β Federal Supplemental Educational Opportunity Grant [SEOG] Program (20 U.S.C. 1070b, et seq.);
   - β State Student Incentive Grant Program [SSIG] (20 U.S.C. 1070c, et seq.);
   - β Federal Perkins Loan Program (20 U.S.C. 1087aa, et seq.);
   - β Income Contingent Direct Loan Demonstration Project (20 U.S.C. 1087a, note);
   - β Federal Stafford Loan Program, Federal Supplemental Loans for Students [SLS], Federal PLUS, or Federal Consolidation Loan Program (20 U.S.C. 1071, et seq.);
   - β Cuban Student Loan Program (20 U.S.C. 2601, et seq.);
   - β Robert C. Byrd Honors Scholarship Program (20 U.S.C. 1070d-31, et seq.);
   - β Jacob K. Javits Fellows Program (20 U.S.C. 1134h-1124l);
   - β Patricia Roberts Harris Fellowship Program (20 U.S.C. 1134d-1134g);
   - β Christa McAuliffe Fellowship Program (20 U.S.C. 1105-1105i);
   - β Bilingual Education Fellowship Program (20 U.S.C. 3221-3262);
   - β Rehabilitation Long-Term Training Program (29 U.S.C. 774(b));
   - β Paul Douglas Teacher Scholarship Program (20 U.S.C. 1104, et seq.);
   - β Law Enforcement Education Program (42 U.S.C. 3775);
   - β Indian Fellowship Program (29 U.S.C. 774(b));

- or -

B. I have made arrangements satisfactory to the U.S. Department of Education to repay a debt as described in A.1. or A.2. (above) on which I had not been current in repaying or on which I was in default (as that term is used in 34 CFR Part 668).

II. I certify also that I have not been declared by a judge, as a condition of sentencing under Section 5301 of the Anti-Drug Abuse Act of 1988 (21 U.S.C. 862), ineligible to receive Federal assistance for the period of this requested funding.

I understand that providing a false certification to any of the statements above makes me liable for repayment to the U.S. Department of Education for funds received on the basis of this certification, for civil penalties, and for criminal prosecution under 18 U.S.C. 1001.

APPLICANT NAME (TYPE OR PRINT)	APPLICANT SIGNATURE	DATE

For Wyoming State Department of Education Use Only:

_____	GPA	_____	Certification of Eligibility	_____	Student Essay
_____	ACT/SAT Scores	_____	Signatures	_____	High School Transcript
_____	School Seal	_____	Accomplishments	_____	College Acceptance

FINAL CHECKLIST
ROBERT C. BYRD HONORS SCHOLARSHIP APPLICATION

Incomplete applications will not be considered for review. Before mailing, be certain that all requested information is complete and that all materials are attached in the following order:

- ❑ Application page 1:
  - ✓ Section 1 – Personal Data (To be completed by student)
  - ✓ Applicant signature
  - ✓ Parent/Guardian signature
  - ✓ Section 2 – Education Data (To be completed by Guidance Counselor/School Official)
  - ✓ Guidance Counselor/School Official signature

- ❑ Application page 2:
  - ✓ Section 5 – Certification of Eligibility for Federal Assistance in Certain Programs
  - ✓ Applicant signature

- ❑ Section 3 – Accomplishments – Attach no more than one (1) page

- ❑ Section 4 – Student Essay – Attach no more than one (1) page

- ❑ Official High School transcript or equivalent. Must show:
  - ✓ Applicant's high school course of study
  - ✓ Cumulative grade point average (GPA) on an **unweighted 4.0 scale**
  - ✓ Class rank

- ❑ Copy of ACT and/or SAT scores (if not included on applicant's official High School transcript)

- ❑ Copy of acceptance letter from the chosen institution of higher education

- ❑ Application and all attachments must be on plain white paper and stapled or clipped in the upper left hand corner. **DO NOT** submit the application packet in a binder or report cover.

- ❑ **DO NOT INCLUDE:**
  - ✓ Application instructions page
  - ✓ Any additional information such as letters of recommendation or other extra documents
  - ✓ Final checklist page

Submit all materials to:

Julie Magee
Wyoming Department of Education
2020 Grand Avenue, Suite 500
Laramie, Wyoming 82070
307.721.1945

Applications must be postmarked by 5:00 p.m., April 4, 2011.
Late or incomplete applications will NOT be considered.