

**HIGH SCHOOL STUDENT SCHOLARSHIP APPLICATION
MERRICK FOUNDATION, INC.**

ELIGIBILITY REQUIREMENT: Students whose permanent address is in Merrick County or who will graduate from a Merrick County high school. The Merrick Foundation web site www.merrick-foundation.org will receive applications from **December 20th, 2017 through February 1st, 2018.**

Recommended Application Procedures

1. It is highly recommended that you **print a blank form and gather all information before entering information on-line** as you cannot save a partially completed form. It is also recommended that you save your essay answers on a separate file so you can cut and paste as needed.
2. Scholarship criteria:
 - a. Applicants must enroll in an accredited college, university, technical school or vocational school that qualifies as a tax-exempt institution.
 - b. Scholarships shall be used for tuition and fees required for enrollment. **Room and Board, Books, supplies and equipment shall be paid only if billed by the institution.**
 - c. Payment shall be made directly to the institution upon verification of enrollment.
 - d. Any unused scholarship award (i.e. withdrawal) shall be returned to Merrick Foundation, Inc. and placed in the appropriate fund.
3. **ALL APPLICATIONS** must include **two letters of recommendation** for consideration. Some scholarships may require specific people or more than two letters of recommendation. Check carefully this requirement for each scholarship you apply for. Recommendation forms may be printed from our web site, but use of this form is not required. Recommendation letters cannot be submitted online. Recommendation forms should be mailed directly to Merrick Foundation, Inc. or delivered by you or your school counselor.
4. All scholarship applications **require you to answer essay questions #1 & #2.** Several scholarships require you to answer more than two of the seven questions on the application form. **Please number your responses to correspond to specific scholarship requirements.** Applicants not answering the required essay questions will be disqualified. Essays should be brief and to the point, keeping all essay answers within the 300 word limit.
5. Official transcripts must be submitted through your first semester of your senior year. Transcripts may be submitted by your school counselor; however, you **MUST NOTIFY YOUR COUNSELOR** to let him/her know you have applied for a Merrick Foundation scholarship.
6. Financial Need Information Forms are required for scholarships marked with an asterisk (*) on both the application form and scholarship description sheet. Follow the ***Financial Need Information Form*** link on the application to complete the form if required. Complete, print, sign (**both parent and student**) and mail or deliver the form with your application materials.
7. Completed applications (including all attachments) must be e-mailed or postmarked no later than **February 1st, 2017.** The office will accept materials until 4:30 pm on February 1st.
8. Print a copy of your application for your records, but do not submit additional pages. Resumes will not be accepted.
9. Applicants are required to mail or drop off a picture (headshot preferred) to the Merrick Foundation office.
10. If you have difficulties with your application, contact Merrick Foundation, Inc. at (308) 946-3707, 1532 17th Ave Suite B, Central City, NE 68826 or e-mail merrick@hamilton.net.

IMPORTANT: It is your responsibility to make sure your application and materials (reference letters, transcripts) are received by the February 1st deadline!