



HARBORFIELDS SPECIAL EDUCATION PTA (SEPTA)  
**2017 SENIOR SCHOLARSHIP APPLICATION**

**Applicant's Name:**

**Applicant's Address:**

**Applicant's Telephone Number:**

I understand that the Harborfields SEPTA Scholarship Committee will review my academic records, as well as other credentials involved in the selection process.

All materials will be treated with strict confidentiality.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

**MISSION STATEMENT**

The granting of a SEPTA scholarship is based on academic progress and consistency in the face of learning difficulties or other handicapping conditions. SEPTA's Scholarship Committee is interested in personal characteristics of perseverance, tenacity, self-motivation, courage, patience, stamina and self-direction with future goals.

Applicants will be graded on the following areas: essay, extracurricular in-school clubs, extracurricular in-school sports, community efforts, paid and/or volunteer work experiences, achievement in relationship to handicapping condition, and interview.

**COMPLETED APPLICATION DUE MONDAY, APRIL 17<sup>TH</sup>, 2017**

**Post-High School's Name:**

**Post-High School Course of Study:**

**Type of Degree to be pursued:**

\_\_\_\_\_ **Baccalaureate**

\_\_\_\_\_ **Associate Degree**

\_\_\_\_\_ **Certificate**

**YOUR APPLICATION SHOULD INCLUDE THE FOLLOWING:**

- 1. Compose and submit a letter to the Scholarship Selection Committee describing all activities, organizations and/or work participated in during your high school years, including any offices held.**
- 2. Include why you deserve to be awarded a SEPTA Scholarship.**
- 3. Describe how the award will assist you in future academic endeavors. Feel free to add any additional information about yourself that may be relevant.**
- 4. Submit two (2) School Recommendations:**
  - One of which must be from a Special Education Teacher (form enclosed). The recommendation from the Special Education Teacher should address the applicant's academic achievement, growth or improvement, motivation And perseverance to succeed, and overall personal positive characteristics.
  - One of which must be the Counselor's Report from the Guidance Department.

Alternative methods of submission, other than in the typewritten form, may be used to satisfy requirement (4) above.

Thank you,  
SEPTA Scholarship Committee

**COMPLETED APPLICATION DUE MONDAY, APRIL 17<sup>TH</sup>, 2017**  
**HARBORFIELDS SPECIAL EDUCATION PTA (SEPTA)**

**2017 SENIOR SCHOLARSHIP RECOMMENDATION FORM**

**Applicant's Name:** \_\_\_\_\_

**Special Education Teacher's Name:** \_\_\_\_\_

In the space provided below or on a separate sheet of paper, please describe your relationship with the applicant and how long you have known the applicant. Additionally, address the applicant's: academic achievement in relation to his/her disability; growth or improvement; motivation and perseverance to succeed; prognosis for success in his/her chosen future; and overall personal positive characteristics. On behalf of SEPTA and the Scholarship Selection Committee, we thank you.

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**COMPLETED APPLICATION DUE MONDAY, APRIL 17<sup>TH</sup>, 2017**  
**HARBORFIELDS SPECIAL EDUCATION PTA**  
**(SEPTA) SCHOLARSHIP POLICIES**

**The Harborfields SEPTA Scholarship Policies are as follows:**

**ARTICLE I – Goals**

**Section A** – The Scholarship Selection Committee of the Harborfields Special Education PTA is an appointed standing committee of Harborfields SEPTA and has as its primary goal the annual awarding of academic scholarships to graduates of Harborfields High School that are currently classified under the Department of Special Education or were classified at the time they entered High School. (Scholarship applicants must have been classified under Special Education at some point during their high school years.) The number of scholarships is determined by the current Harborfields Special Education PTA’s Executive Committee and is further based upon the amount of money available (depending on monies accrued through fundraising efforts) and the number of qualified candidates that apply.

**ARTICLE II – Membership of Scholarship Selection Committee**

**Section A – The membership of the Scholarship Selection Committee shall consist of:**

The President of the Harborfields Special Education PTA (SEPTA), who will serve as the Chairperson of the Scholarship Selection Committee.

An immediate preceding President of the Harborfields SEPTA.

One member of the Harborfields SEPTA’s Executive Board.

A Representative of the Harborfields High School Guidance Department.

A Faculty Representative from the Special Education Department of the Harborfields High School.

The Director of Pupil Personnel Services and Special Education of Harborfields.

An Administrator from the High School, to be selected by the Principal of Harborfields High School.

The term of membership is for one (1) year, but participants may elect to sit for a consecutive term of two (2) years.

**ARTICLE III – Specifics of Scholarship Awards**

**Section A** – This award is to be applied to defray expenses of tuition, books and maintenance in any course of study which will lead to the granting of a baccalaureate degree, an associate degree, or a certificate from an accredited post-secondary vocational/technical/occupational school.

**COMPLETED APPLICATION DUE MONDAY, APRIL 17<sup>TH</sup>, 2017**

**Section B** – The scholarship will be a check drawn and mailed to the successful recipient upon receipt by the Harborfields SEPTA’s Treasurer of proof of enrollment in the post-secondary course of study.

Proof of enrollment must be submitted to the Treasurer of SEPTA by **December 31st of that year’s award.** In the event a scholarship recipient needs to defer enrollment in a post-secondary course of study, a written

request for an extension must be submitted to the Treasurer by **September 1 of that year's award.** An extension may be for no longer than one (1) academic year.

Proof of enrollment shall be a copy of a bill from the post-secondary school, marked paid; and/or copy of the student's course of schedule; or a copy of the processed check submitted to the post-secondary school. Proof of enrollment shall be mailed to the present SEPTA Treasurer. A specific address will be included in your congratulatory letter.

## **ARTICLE IV – Criteria for Scholarships**

### **Section A – The applicant must:**

- Be enrolled as a student in Harborfields High School from the opening day of school in September (at a minimum) through graduation day of June of their senior year.
- Be currently classified by the Harborfields Committee on Special Education (CSE) and have an Individualized Education Program (IEP).
- Compose and submit a letter to the Scholarship Selection Committee describing all activities, organizations and/or work participated in during his/her high school years, including any offices held.

In addition, include why he/she deserves to be awarded a SEPTA Scholarship.

Finally, describe how the award will assist him/her in future academic endeavors.

Applicants should feel free to add any information that is pertinent to their application and that might assist the Selection Committee.

Submit two (2) School Recommendations:

One of which must be from a Special Education Teacher (form enclosed). The recommendation from the Special Education Teacher should address the applicant's academic achievement, growth or improvement, motivation and perseverance to succeed, and overall personal positive characteristics.

And, one of which must be the Counselor's Report from the Guidance Department.

**COMPLETED APPLICATION DUE MONDAY, APRIL 17<sup>TH</sup>, 2017**

If necessary, alternative methods of submission, other than in the typewritten form, may be used to satisfy requirement (4) above.

**All applications, pages 1-3, and all letters of recommendation, must be submitted by Monday, April 17, 2017 to:**

**SEPTA Scholarship  
Guidance Department**

**Harborfields High School  
98 Taylor Avenue  
Greenlawn, NY 11740-1497**

**Section B – The Guidance Department shall provide the Harborfields SEPTA Selection Committee with the following information:**

Copy of the Guidance Counselor's Report as sent with the application to the post-secondary school.

Copy of the applicant's transcript of grades.

Notification of other scholarships and awards given to the applicant.

All applications and paperwork used by the Selection Committee will be collected by the Guidance Department and destroyed at the end of the selection process to ensure confidentiality.

**Section C – The Harborfields Special Education Selection Committee**

Shall reserve the right to objectively select the most qualified candidates on the basis of each candidate's application information, recommendations, academic records, and personal interview. The Selection Committee is solely responsible for the selection of all Scholarship recipients.

Shall meet with all of the candidates on a scheduled afternoon. The applicants will be notified as to the date and time.

Shall notify all candidates via letter of the Scholarship Selection Committee's decision.

Will send a letter of congratulations and instruction to all recipients of a SEPTA scholarship. This letter of instruction will explain how and when to notify the Treasurer of SEPTA of proof of enrollment in order to receive payment of scholarship.

**COMPLETED APPLICATION DUE MONDAY, APRIL 17<sup>TH</sup>, 2017**