



# *APCH Shaheen Scholarship Program*

**2019-2020 Academic Year**

## **New Applicant Guidelines**

**Online Application Opens: August 3, 2018 at 12:00am PST**

**Application Deadline: September 28, 2018 at 11:59 pm PST**

A Place Called Home  
Shaheen Scholarship Program  
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Visit Us Online: <http://www.apch.org/what-we-do/bridge-to-the-future/apch-shaheen-scholarship-program/>

# APCH Shaheen Scholarship Program

## New Applicant Guidebook

Online Application opens August 3, 2018

Application Deadline: September 28, 2018 at 11:59 pm PST

### Before You Start the Online Application

**Review our eligibility guidelines to verify you are eligible for the scholarship:**

- Financial Need (Expected Family Contribution (EFC) below \$4,995)
- Active Membership Status as of August 31, 2018.
- Receive a High School Diploma or GED by June 30<sup>th</sup>, 2019.
- Plan on attending a non-profit college/university
- U.S Citizens and Non-Citizens are eligible to apply
- Minimum 2.0 GPA for students who are planning to attend a 4 year university
- No minimum GPA for students who are planning to attend a community college
- Not be over the age of 21 at the time your application is submitted
- Apply to the Toyota MLE Scholarship and send confirmation to the Scholarship Program Coordinator.
- Submit your FAFSA / CA Dream Act Application by December 31, 2018.
- Attend two Interview Prep Workshops on Tuesday, October 2 and Tuesday, October 9, 2018.
- Attend one APCH Shaheen Scholarship Program New Applicant Orientation

All scholarship applicants must meet with the Scholarship Program Coordinator to complete your NEW APPLICANT Orientation before they can begin the online Scholarship application. During the orientation, you will discuss Scholarship eligibility requirements, application instructions, scholar selection process, and be given an overview to the scholarship program. At the closing of the orientation, you will receive a unique password to access the online scholarship application. **DO NOT SHARE THIS PASSWORD WITH ANY OTHER PARTY.**

## APCH SHAHEEN SCHOLARSHIP APPLICATION INSTRUCTIONS

### APPLICATION PREPARATION

**Part I: Submit Supplemental Application Materials by September 28, 2018 11:59 PST.**

All applicants must email the following documents in **one PDF file (BTF staff may assist with this)**. The name of your PDF file should be consistent with this format: **Lastname, Firstname – 2019-2020 Scholarship Application**. Please compile the documents in the order presented below.

- One copy of official high school and/or college transcripts. Request your transcripts from your school counselor.
- Scholarship Essays: Your responses to the essay questions are an essential part of the new applicant evaluation process and carries MAJOR emphasis. Please respond to all essay questions below. Please number each response accordingly. Essays must be typed, 12 pt Times New Roman font, single spaced, and no longer than 5 pages.
  - Please download Essay questions from <http://www.apch.org/what-we-do/bridge-to-the-future/apch-shaheen-scholarship-program/>

- Two Letters of Recommendation Forms (one letter must be from a teacher, the second letter must be from an academic mentor, advisor, school counselor, community center, or administrator). **BTF staff cannot write letters of recommendation.**
  - Please download the Letter of Recommendation Form (go to <http://www.apch.org/what-we-do/bridge-to-the-future/apch-shaheen-scholarship-program/>) and provide a copy to your recommenders. Ask your recommenders to complete the form and return it to you. You must upload the recommendations with the other supplemental materials.
- You must apply to 5 additional scholarships and provide confirmation (or other proof, such as a screen shot of your scholarship submission) to confirm that you applied.
- U.S. citizens must e-mail a PDF file of your FAFSA Student Aid Report (FAFSA SAR) to [scholarships@apch.org](mailto:scholarships@apch.org) no later than **December 31, 2018 11:59 PST**. The name of your PDF file should follow this format: **Lastname, Firstname – 2019-2020 SAR**.
- Non U.S. citizens must e-mail a PDF file of your California Dream Act Student Aid Report (DREAM SAR) to [scholarships@apch.org](mailto:scholarships@apch.org) no later than by **December 31, 2018 11:59 PST**. The name of your PDF file should follow this format: **Lastname, Firstname – 2019-2020 SAR**.

## **Part II. Submit Online Application by September 28, 2018 11:59 PST.**

This section requires demographic information for students and their parents, school information, and financial information. Answer all questions completely. **Once you begin the application you will have approximately 35 minutes to complete it. Please note that there is no way for you to save your information. You must complete the scholarship application in one sitting.**

Documents you'll need before beginning the online application:

- Your supplemental materials as a PDF file
- Your parent or guardian's 2017 Tax Information (1040, 1040A, 1040 EZ)

To apply, go to <http://www.apch.org/what-we-do/bridge-to-the-future/apch-shaheen-scholarship-program/>

If you need assistance with submitting your documents via email as a PDF file, please contact the Scholarship Program Coordinator, Sandra Cisneros at [scisneros@apch.org](mailto:scisneros@apch.org).

Application Access Code:
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## **Part III. The Selection Process**

You will receive an e-mail confirmation from the Scholarship Program Coordinator. Two members of The APCH Shaheen Scholarship Selection Committee will review your application. Please make note of the scoring and evaluation process during the time of your New Applicant Orientation. To prepare for Interview Day on Saturday, October 27, 2018, all prospective Scholarship candidates must attend two Interview Prep workshops on Tuesday, October 2 and Tuesday, October 9, 2018. You will be notified of your assigned interview time no later than October 19, 2018.

## **Part IV: After Interview Day**

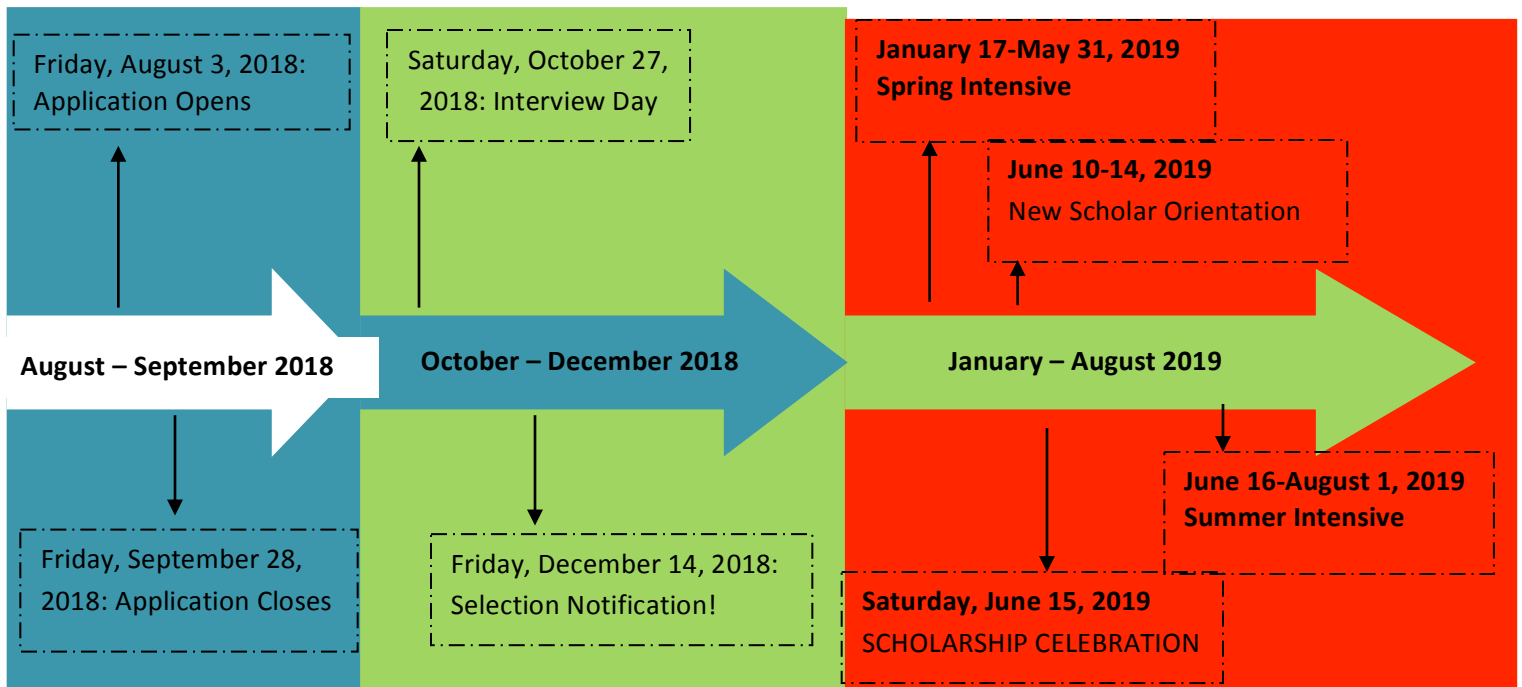
Barring ineligible/disqualified candidates and/or unforeseen circumstances, all applicants will receive a conditional offer of admission into the APCH Shaheen Scholarship Program. The conditions of your admission stipulate that you must successfully complete all Scholarship-related events and programming, including but

not limited to Spring Intensive, New Scholar Orientation, 2019 APCH Shaheen Scholarship Celebration, and Summer Intensive. Requests for reasonable accommodations may be made on a case-by-case basis, granted they are received in writing by the Scholarship Program Coordinator in a timely and efficient manner; however, they are not guaranteed. Scholars are highly encouraged to begin making the proper arrangements and plan accordingly to avoid any potential scheduling conflicts. Additional information will be provided in writing and during Fall College Prep and Spring Intensive.

It is the responsibility of the scholar to ensure that he or she is informed on Scholarship requirements and expectations; and that the Scholarship Program has the most up to date, accurate information regarding scholars' financial aid and/or circumstances, housing, and enrollment. Instructions for document submission will be provided in your admission notification letter.

The Scholarship Program is highly committed to serving and supporting its scholars' success through higher education. Scholars are highly encouraged to problem solve and communicate immediately with the Scholarship Program staff when concerns, challenges, or hardships arise.

### OVERVIEW OF 2018-2019 APPLICATION AND ADMISSION TIMELINE



- Attend New Scholar Orientation Week, tentatively scheduled for June 10 – June 14, 2018, as well as the 2019 APCH Shaheen Scholarship Celebration on June 15, 2019.
- Successful completion of Spring Intensive, tentatively scheduled for Tuesdays between January 17 and May 31, 2019.
- Successful completion of Summer Intensive, tentatively scheduled for June 16 – August 1, 2019, or an approved academic bridge program.