

The Irene S. Wischer Educational Foundation Scholarship

2013 Scholarship Information & Application Instructions

The Irene S. Wischer Educational Foundation Scholarship was established in 2007 by Mrs. Irene S. Wischer, a highly respected San Antonio businesswoman & philanthropist. The scholarship is designed to provide funding to deserving individuals seeking higher education. Frost Bank administers the program on Mrs. Wischer's behalf, and the day-to-day operations of the scholarship program are managed by ETS Scholarship & Recognition Programs (SRP).

The Irene S. Wischer Educational Foundation Scholarship is a renewable scholarship award, the value of which will be based on the applicant's demonstrated financial need (not to exceed \$10,650 per academic year). The length of renewal eligibility will be commensurate with the length of the student's course of study, not to exceed four years. Scholarships will be made available to students attending accredited undergraduate colleges & universities, graduate schools, and vocational/technical & trade schools which are designated as "Qualified Organizations".

What is a "Qualified Organization"?

A "Qualified Organization" is an entity which meets various requirements set forth in the tax code of the United States as a 501(c)(3) organization, a designation bestowed by the IRS indicating that the entity is a non-profit organization. If you are unsure if the institution at which you are enrolled or intend to enroll is a 501(c)(3) organization, you can search the IRS database at <http://www.irs.gov/app/pub-78/> to determine eligibility before submitting your application. Applicants do not need to submit any documentation regarding an institution's status – SRP will verify the status of all institutions prior to making scholarship offers.

Eligibility Requirements

To be eligible to apply for an Irene S. Wischer Educational Foundation Scholarship, you must:

- Be a citizen of the United States of America (either native-born or naturalized)
- A legal resident of the State of Texas for 12 consecutive months prior to the filing of the scholarship application
- Be a person of good character
- Demonstrate academic potential and ability
- Demonstrate a need for financial assistance

Due to federal banking laws, employees of Frost Bank, their spouses, descendants, or their descendants' spouses are not eligible to receive an award from The Irene S. Wischer Educational Foundation Scholarship.

Please note that preference will be given in the selection process to Christians who attend church regularly.

As a result of the number of applications received by the scholarship program every year, we are only able to consider applicants who meet all eligibility criteria. Regardless of how academically or financially deserving you may be, we will be unable to consider you for an award if:

- You do not satisfy both US citizenship and Texas residency requirements
- Your application is postmarked after the March 1 deadline date
- Your application is incomplete
- Your school choice does not meet the criteria for a "Qualified Organization"

Previous recipients of the Irene S. Wischer Educational Foundation Scholarship are welcome to reapply provided their initial award will have expired by the end of the Spring 2013 semester. *No individual may receive more than four total years of funding from the Foundation.*

Application Instructions

Please visit www.frostbank.com/wischerscholarship to download the scholarship application packet. The packet consists of the following documents:

- **Scholarship Application & Questionnaire**
- **School Information Form**
- **Academic Recommendation Form**
- **Personal Recommendation Form**
- **Clergy Recommendation Form**

Please note: for the purposes of this scholarship application, "clergy" refers to a person ordained for religious service (e.g. minister, priest, rabbi, etc.) If you have a question as to whether someone is eligible to complete your Clergy Recommendation Form, please contact SRP at the e-mail address provided below.

- **Financial Questionnaire**

Please refer to the checklist found on the last page of the Scholarship Application & Questionnaire to determine which documents are required for your award level.

In addition to the items listed above, all applicants are required to submit the following documentation with their application materials in order to verify award eligibility:

- **Complete official academic transcripts**
- **Proof of United States Citizenship** – acceptable forms of proof are limited to:
 - Current US Passport – please send a photocopy of the photograph page.
 - Birth Certificate – please send a photocopy of the full front side of the certificate.
 - Naturalization papers – please send a photocopy of all relevant documents.
- If you have completed the FAFSA, a copy of your **Student Aid Report (SAR)**

It is strongly recommended that you double-check your application materials prior to mailing, and that you keep a copy of all materials for your records. You will receive a postcard from SRP to verify that your materials have been received and processed.

All applications must be postmarked no later than March 1, 2013 and mailed to the address provided below. Scholarship recipients will be notified by mail no later than May 31, 2013. *The decisions of the Application Review Committee are final and not subject to review or appeal.*

Submit your application and all required materials to:

**Irene S. Wischer Educational Foundation Scholarship
ETS Scholarship & Recognition Programs
PO Box 6730
Princeton, NJ 08541**

Thank you for your interest in the Irene S. Wischer Educational Foundation Scholarship. If you have any questions about the scholarship program or the application process, or you are unable to download the application packet, please contact SRP at (609) 771-7878 or SRP-CSR@ets.org.

Privacy Statement

All materials submitted to support an application for the Irene S. Wischer Educational Foundation Scholarship are used only in the selection process. If you are named a scholarship recipient, your folder will remain in active status during the period that the scholarship is in force, and will be retained for one year thereafter. All records are confidential and available for reference by ETS Scholarship & Recognition Programs and, as appropriate, by Frost Bank.

List special courses or programs you have taken during the last three years. List the most recent course or program first (AP, Honors, International Baccalaureate, computer certification, electronics, etc.).

Course or Program	Name of School/Institution	Dates of Attendance

EXTRACURRICULAR & COMMUNITY ACTIVITIES

List activities in which you have participated during the *last three years*. (Clubs, student government, publications, varsity or club sports, theater arts, Beta Club, Scouting, 4-H, etc.) Include church membership & related activities, if applicable. Please define any acronyms.

Activity	Dates of Participation	Office/Position Held (indicate either Elected or Appointed)	Awards or Honors
		☐ Elected ☐ Appointed	
		☐ Elected ☐ Appointed	
		☐ Elected ☐ Appointed	
		☐ Elected ☐ Appointed	
		☐ Elected ☐ Appointed	
		☐ Elected ☐ Appointed	
		☐ Elected ☐ Appointed	

List community agencies or organizations in which you have participated **without pay** during the *last three years*. (Hospital volunteer, cultural activities, outreach programs, etc.) Please do not repeat any church-related community service activities listed above.

Name of Agency or Organization	Kind of Activity	Dates of Participation	# of Hours
			☐ per week ☐ per year
			☐ per week ☐ per year
			☐ per week ☐ per year
			☐ per week ☐ per year
			☐ per week ☐ per year
			☐ per week ☐ per year

If you listed a leadership role in one or more of the activities or organizations cited above, please choose one, detail your responsibilities, and explain the significance of your contribution to the organization.

List jobs (including summer employment) you have held in the *last three years*.

Employer or Type of Business	Job or Type of Work	Period of Employment	Dates of Employment	Hours per Week
		☐ Full-Time ☐ Summer ☐ Part-Time ☐ School Year		
		☐ Full-Time ☐ Summer ☐ Part-Time ☐ School Year		
		☐ Full-Time ☐ Summer ☐ Part-Time ☐ School Year		
		☐ Full-Time ☐ Summer ☐ Part-Time ☐ School Year		
		☐ Full-Time ☐ Summer ☐ Part-Time ☐ School Year		

☐ I am claimed as a dependent on my parents'/guardians' income tax returns.

☐ I am legally emancipated/financially independent from my parents/guardians.

☐ I am the head of my own household.

Name			
Relationship to the Applicant (you)			
Occupation/Title			
Employer's Name			
Highest Level of Education Attained	☐ Some High School ☐ High School Diploma/GED	☐ Some College ☐ Baccalaureate or higher	☐ Some High School ☐ High School Diploma/GED

Has a specific family member or family experience influenced your ethical or moral beliefs/standards? Please explain how, and to what extent.

[illegible]

RECOMMENDATION REQUIREMENT

Three (3) completed Recommendation Forms are required of all applicants:

- The **Academic Recommendation Form** should be completed by a counselor/advisor, teacher/professor, or school/college official who is familiar with your academic work.
- The **Personal Recommendation Form** should be completed by a personal contact (not a friend, classmate, or family member) that has knowledge of your activities outside the classroom (e.g. extracurricular activities, community service, work experience, etc.).
- The **Clergy Recommendation Form** should be completed by a member of clergy at your church that has knowledge of your activities & involvement within the congregation/community. *For the purposes of this scholarship application, "clergy" refers to a person ordained for religious service (e.g. minister, priest, rabbi, etc.)*

CERTIFICATION

Please read the following carefully before signing. You must agree to all of the stated terms in order to be considered for a scholarship.

I hereby certify that I meet all eligibility requirements to receive a scholarship award from The Irene S. Wischer Educational Foundation Scholarship, and that the information provided in this application is true and complete to the best of my knowledge.

I understand that residency in Texas is one of the eligibility criteria to receive a scholarship from The Irene S. Wischer Scholarship. I certify that I have been a legal resident of the State of Texas for at least twelve (12) consecutive months prior to the submission of this application.

I understand that the deliberations of the Application Review Committee are confidential and that the decisions of the Committee are final and not subject to review or appeal.

I understand that submitting false information in this application or in any supporting material constitutes grounds for disqualification from the scholarship competition.

Student's Name (Please Print) _____

Student's Signature _____

Date _____

Parent/Guardian's Signature _____

(if applicant is less than 18 years of age)

Date _____

How did you find out about the

Irene S. Wischer Educational Foundation Scholarship Program? _____

APPLICATION CHECKLIST

The checklists below list the required documentation for each applicant type in the Irene S. Wischer Educational Foundation Scholarship; locate your current educational level below and ensure that all required documents are submitted to ETS Scholarship & Recognition Programs postmarked no later than **March 1, 2013**. *It is your responsibility to ensure that all required documentation reaches SRP, even if you are not placing the material in the mail yourself.* Materials bearing a postmark dated beyond March 1, 2013 may be declared ineligible for consideration by the Application Review Committee.

If you are <u>currently</u> a High School Senior...	If you are <u>currently</u> a First Year Undergraduate or Vocational/Technical student...	If you are <u>currently</u> a 2 nd /3 rd /4 th Year Undergraduate, Graduate/Professional or Doctoral Student...
☒ Scholarship Application & Questionnaire (this form) ☐ An official high school transcript ☐ A completed School Information Form ☐ A completed Financial Questionnaire ☐ A copy of your FAFSA Student Aid Report (SAR) ☐ Completed Recommendation Forms (see above) ☐ Proof of United States citizenship*	☒ Scholarship Application & Questionnaire (this form) ☐ An official high school transcript ☐ An official transcript from your college/university/ trade school with first semester grades reported ☐ A completed School Information Form ☐ A completed Financial Questionnaire ☐ A copy of your FAFSA Student Aid Report (SAR) ☐ Completed Recommendation Forms (see above) ☐ Proof of United States citizenship*	☒ Scholarship Application & Questionnaire (this form) ☐ An official transcript from your college/university with first semester grades reported (1st semester Graduate students should also submit a copy of their complete Undergraduate transcript) ☐ A completed Financial Questionnaire ☐ A copy of your FAFSA Student Aid Report (SAR) ☐ Completed Recommendation Forms (see above) ☐ Proof of United States citizenship*

** refer to the program description for a listing of acceptable citizenship documentation.*

Submit all required materials to:

**Irene S. Wischer Educational Foundation Scholarship
ETS Scholarship & Recognition Programs
PO Box 6730
Princeton, NJ 08541**

All required materials must be postmarked no later than **March 1, 2013**.

If you have any questions about this application, please contact SRP at (609) 771-7878 or SRP-CSR@ets.org.

PRIVACY STATEMENT

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The Irene S. Wischer Educational Foundation Scholarship

School Information Form

APPLICANT AUTHORIZATION

LEGAL NAME

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Last

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

First

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

MI

As per Public Law 93-380, the Family Educational Rights & Privacy Act, permission is required for academic records and letters of recommendation to be released to third parties by schools or individuals within the school.

I hereby authorize the individual named below to release an official academic transcript, as well as the information requested on this document, to ETS Scholarship & Recognition Programs (SRP) in support of my application for The Irene S. Wischer Educational Foundation Scholarship.

Applicant's Signature

Date

SCHOOL EVALUATION – To be completed by guidance counselor/school official.

Complete the information requested below, sign the form, and attach a current **official transcript** of the student's grades (including, for high school seniors, courses in-progress). If a school profile is available, include one with this form. **Completion of this section cannot serve as a substitute for one of the student's required letters of recommendation.**

Please provide the following information regarding the applicant's academic record.

Student's Class Rank

--	--	--	--	--	--

Student's Class Size

--	--	--	--	--	--

Student's GPA

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

☐ Weighted
☐ Unweighted

GPA Scale

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Standardized Test Scores

(note: all SAT scores reported below must be from the SAME test administration.)

ACT	Test Date					Composite Score			
SAT	Test Date					Critical Reading			
	Writing					Math			

Please rate the level of difficulty of the courses this student has taken and passed:

☐ Most Difficult

☐ Above Average

☐ Average

☐ Below Average

Based on your knowledge of the applicant, please reply to each of the following statements by checking the box that most closely matches your professional opinion of the applicant's capabilities. **Check only one box per statement.**

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
This student possesses a high level of academic ability.	☐	☐	☐	☐	☐
This student's academic performance has been exceptional.	☐	☐	☐	☐	☐
This student is highly involved in extracurricular/co-curricular activities.	☐	☐	☐	☐	☐
This student has demonstrated excellent leadership ability.	☐	☐	☐	☐	☐
This student has the self-discipline to excel in a variety of environments.	☐	☐	☐	☐	☐
This student is highly responsible.	☐	☐	☐	☐	☐

Thank you for taking the time to assist with this scholarship application. **Your signature below indicates that the information you have provided on this document is accurate, insofar as the official school records indicate.**

Name & Title of School Official (please print)

Signature of School Official

Date

E-Mail Address

Telephone Number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

College Board High School Code

Please make certain to include an **official transcript and school profile.**

Mail all scholarship materials, **postmarked on or before March 1, 2013**, to:

IRENE S. WISCHER EDUCATIONAL FOUNDATION SCHOLARSHIP

ETS SCHOLARSHIP & RECOGNITION PROGRAMS

PO BOX 6730

PRINCETON NJ 08541

APPLICANT AUTHORIZATION

MI

Date _____

[illegible]

[illegible]

[illegible]

Signature _____

Date _____

Submit your completed form to: Irene S. Wischer Educational Foundation Scholarship
ETS Scholarship & Recognition Programs
PO Box 6730
Princeton, NJ 08541

PRIVACY STATEMENT



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Personal Recommendation Form

LEGAL NAME

Last

First

MI

I hereby authorize the individual named below to release a letter of recommendation, including information regarding my academic progress, extracurricular activities and other related topics, to ETS Scholarship & Recognition Programs (SRP) in support of my application for The Irene S. Wischer Educational Foundation Scholarship.

REFERENCE

Your comments will influence the decision of the Application Review Committee, which may, in turn, have a significant impact on the applicant's life. Please give this recommendation all due thought and consideration. If you have any questions about this form, please contact SRP at (609) 771-7878 or SRP-CSR@ets.org.

Capacity in which you know the applicant:

[illegible][illegible]

Please make specific note of the applicant's conduct, character and personal qualities. Your comments may include your knowledge of his/her outstanding personal traits, community service, long term goals, etc. Cite specific examples whenever possible.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

I certify that the responses provided are accurate, based on my knowledge of the aforementioned scholarship applicant. I understand that SRP and/or Frost Bank (on behalf of the Irene S. Wischer Educational Foundation) may contact me for additional information or clarification if necessary.

Signature _____ Date _____

We appreciate your kind assistance to the applicant and to the Review Committee in completing this recommendation form.

Submit your completed form to: Irene S. Wischer Educational Foundation Scholarship
ETS Scholarship & Recognition Programs
PO Box 6730
Princeton, NJ 08541

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APPLICANT AUTHORIZATION

MI

Date _____

[illegible]

Please make specific note of the applicant's conduct, character, personal qualities and Christian commitment/church involvement. Your comments may include your knowledge of his/her outstanding personal traits, community service, long term goals, etc. Cite specific examples whenever possible.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Signature _____ Date _____

Submit your completed form to: Irene S. Wischer Educational Foundation Scholarship
ETS Scholarship & Recognition Programs
PO Box 6730
Princeton, NJ 08541

PRIVACY STATEMENT



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APPLICANT'S LEGAL NAME

Last

First

MI

All applicants must sign this form at the bottom of the next page.

GRADUATE/PROFESSIONAL & POST-GRADUATE/DOCTORAL APPLICANTS
COMPLETE THIS SECTION ONLY IF YOU HAVE NOT COMPLETED THE FAFSA

Important:

- You may need to refer to your most recent IRS 1040 form to answer some of the following questions.
- If a third party is solely responsible for payment of your educational expenses, a representative of that organization should complete this section.

Annual family gross income: ☐ \$0 - 19,999 ☐ \$50,000 - 59,999
☐ \$20,000 - 29,999 ☐ \$60,000 - 74,999
☐ \$30,000 - 39,999 ☐ \$75,000 or greater
☐ \$40,000 - 49,999

Yearly untaxed income and benefits: \$ _____ ☐ Social Security ☐ AFDC
☐ Child Support ☐ Other – please specify: _____

Total market value of all cash, stocks, bonds and trust funds (excluding retirement funds): \$ _____

Value of 529 Plan/Texas Tomorrow Fund: \$ _____

Amount you plan to contribute to your education (per year): \$ _____

Please complete the following matrix for all members in your household other than yourself.

Full name of family member	Relationship to Applicant	Age (as of 4/15/13)	Claimed as a dependent on your tax return in 2012?	2013-2014 Academic Year		
				Will attend college full-time?	College or University Name	College Cost
			☐ Yes ☐ No	☐ Yes ☐ No		
			☐ Yes ☐ No	☐ Yes ☐ No		
			☐ Yes ☐ No	☐ Yes ☐ No		
			☐ Yes ☐ No	☐ Yes ☐ No		
			☐ Yes ☐ No	☐ Yes ☐ No		
			☐ Yes ☐ No	☐ Yes ☐ No		

List all scholarship awards, grants, or other forms of financial assistance you have applied for or have been granted.

Name of Award	Name of Granting Agency/Organization	Estimated Award Amount	Award Status
			☐ Application Pending
			☐ Award Granted
			☐ Application Pending
			☐ Award Granted
			☐ Application Pending
			☐ Award Granted
			☐ Application Pending
			☐ Award Granted
			☐ Application Pending
			☐ Award Granted

ALL APPLICANTS

I certify that the responses provided are accurate. I understand that SRP and/or Frost Bank (on behalf of the Irene S. Wischer Educational Foundation) may contact me for additional information or documentation if necessary.

Student's Signature _____

Date _____

Parent/Guardian's Signature _____
 (if applicant is less than 18 years of age)

Date _____

Submit your completed form to: Irene S. Wischer Educational Foundation Scholarship
 ETS Scholarship & Recognition Programs
 PO Box 6730
 Princeton, NJ 08541

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