



Pilot International Scholarship Application

Our Mission:

Pilot International transforms communities by:
developing youth,
providing service and education,
and uplifting families.

The Pilot International Executive Committee has chosen to honor Becky Burrows, Marie Newton Sepia and Ruby Newhall by continuing to have their names on the scholarships. The funds for these scholarships and the Pilot International Scholarship are granted through the Goals for Grants and Scholarships program of Pilot International Founders Fund.

**Please review the entire application before completing.
All necessary forms are included but some are unique to one Scholarship.
Please complete all forms necessary for the scholarship you are applying.**



Pilot International Scholarship Application

This application must be postmarked or email time stamped to the District PIFF Representative by **March 1, 2015** and to Pilot International Headquarters by **March 15, 2015**.

This application may be used to apply for the following scholarships:

Pilot International
Becky Burrows
Marie Newton Sepia
Ruby Newhall Memorial

This application packet contains:

Scholarship Program Narrative
Scholarship Application Timetable
Policies Governing Pilot International Scholarships
Responsibilities of Applicant and Sponsoring Pilot Club
Scholarship Profile
Student Application
Scholarship Financial Aid Worksheet
Student Agreement
Application Checklist

Completed applications may be mailed or emailed.



Pilot International Scholarships

Pilot International Scholarship

The Pilot International Scholarship was established in 1988 to provide financial assistance to **undergraduate** students preparing for a career **working with youth leadership and development, helping people with brain safety or fitness, or caring for families during times of need.** Scholarships are based on financial need, academic success, and application contents. Scholarships are awarded for one academic year. A student may re-apply and be granted the Pilot International Scholarship for no more than 3 additional years. Award amounts may vary, but will not exceed \$1,500 per year. Applicants must be full time students and if awarded a scholarship must remain a full time student for the duration of the scholarship.

Becky Burrows Scholarship

The Becky Burrows Memorial Scholarship Fund was established in 2005 from the estate of Becky Burrows. This fund provides aid to students who are **reentering the job market,** beginning “**second careers,**” or seeking to **improve their professional skills for their current occupation** by continuing their education in that field. Students must **pursue courses of study that further Pilot International’s mission to transform communities through education and service in the areas of youth development and leadership, brain safety and fitness or caring for families in need.**

Becky Burrows lived in Arlington, Virginia and was a member of the Pilot Club of Arlington Northeast Potomac District, for 38 years. She was one of the first nine employees at the International Monetary Fund where she worked for 29 years. She was very friendly and spent much of her time at Pilot events making guests feel welcome. She was also very helpful to new Pilots. She attended more than 25 Pilot International Conventions where she often served as a doorkeeper.

Although award values may vary, scholarships will not exceed \$1,000 per year for full-time students and \$500 per year for part-time students. Scholarships may be used for study through the Doctorate degree level.

The Marie Newton Sepia Memorial Scholarship

The Marie Newton Sepia Memorial Scholarship Fund was established in 1983 as a part of Pilot International to provide financial aid to a qualified **graduate or doctorate student preparing for or currently working in careers related to youth development and leadership, brain safety and fitness or caring for families in times of need.** M. Fred Sepia made the initial contribution to the fund in memory of his wife, Marie, who was a long-time member of Pilot International and served as International President in 1968 – 1969. It is intended that this fund will, as augmented in the future, permanently further Pilot International's mission by assisting worthy capable individuals to pursue **careers in which they will teach, encourage and rehabilitate children with disabilities.**

The amount granted for one full academic year will not exceed \$1,000. Applications must have received a Bachelor's degree from an accredited college or university in any country where Pilot clubs exist. Applicants may be full or part time students whose courses will, in the judgment of the Scholarship Division, be proper background courses for teaching and working with disabled children. Postgraduate work or research should improve the skills of the applicant in dealing with brain-related disorders / disabilities of children.

Applicants must agree, in writing, to work with children with brain-related disorders / disabilities upon completion of the postgraduate training or research, to the terms and conditions of the scholarship and to follow such administrative procedure prescribed by the committee.

Ruby Newhall Memorial Scholarship

The Ruby Newhall Memorial Scholarship was established in October 1949. Ruby Newhall was from Gainesville, Florida and was president of Pilot International. Her contacts with international students at the University of Florida strengthened her belief that these students could contribute significantly to improving international relations.

Ruby Newhall's dream of a scholarship fund to enable international students to study in the U.S. and Canada became a reality after her death in 1949 when her family suggested scholarship contributions in her memory in lieu of flowers. The Ruby Newhall Memorial Scholarship Fund became a part of Pilot International in 1975.

Scholarship funds, not to exceed \$1,500 are disbursed for one full academic year and must be used for tuition and related educational expenses considered necessary by the Executive Committee. Assistance may only be extended to students who are studying through the doctorate level.

An applicant for the Ruby Newhall Memorial Scholarship must be from a foreign country, pursuing a degree in the United States or Canada. The field of study must be of a nature that it improves the quality of life for the community in their home country.

The applicant must have spent at least one semester in a college in the United States or Canada by the application submission date and have a cumulative grade point average of 3.0 on a 4.0 scale. The applicant must be a full time student and remain a full time student for the duration of the scholarship.

The student must have a documented Visa at the time the application is completed, submitted, graded and the scholarship is awarded. Failure to have a valid Visa at any time during this process could disqualify the student.



Policies for All Pilot International Scholarships

- The Executive Committee of Pilot International will provide the overall administration of the scholarship funds.
- The Executive Committee, through the Scholarship Division, may receive recommendations for scholarships from any Pilot Club, District, and / or the Executive Committee of Pilot International, in accordance with existing administrative procedures.
- March 1 is the postmark / email date deadline for local clubs to send their completed scholarship application packets to the District Pilot International Founder's Fund Representative (hereafter to be referred to as PIFF's).
- The Scholarship Committee will review and grade scholarship applications and make recommendations to the Executive Committee of Pilot International. The Scholarship Committee will recommend as recipients of scholarships those persons who, in the sole judgment of the Committee, are best suited to further the purposes of the fund.
- Scholarship funds may be used for tuition and related educational expenses considered necessary by the Executive Committee. Actual amounts awarded may vary.
- In accordance with IRS regulations, officers, directors, trustees, employees, or current members of the Scholarship Committee of Pilot International are not eligible for scholarship programs sponsored by Pilot International.
- When an application has been approved, the sponsoring club will be notified and payment will be made in one installment directly to the applicant's educational institution upon receipt of the appropriate forms.
- Once approved, a student may reapply annually by submitting an updated application and supportive documents – if the club elects to continue sponsorship of the student. However, any given student may be awarded a total of three (3) scholarships during his / her academic career.
- A scholarship applicant is limited to one scholarship award annually. If an applicant is eligible for more than one scholarship, the Scholarship Committee members will decide on the scholarship most appropriate for the individual.
- **A club may submit only 2 applicants each scholarship period.**



Sponsoring Pilot Club Responsibilities

- Screen applicants in cooperation with officials of the college / university. The Club PIFF Representative should carefully review the applicant's scholarship request and the application procedures. Clubs are strongly encouraged to personally interview applicants. Only those applicants who meet or exceed the minimum qualifications required by the scholarship should be recommended for an award.
- Guarantee that the application is typed or printed.
- Provide the completed original applications and supporting documents, (in the order listed) to the District PIFF Representative postmarked or email date stamped by March 1.
 - Sponsorship Profile
 - Sponsorship Letter from Club
 - Student Application
 - Student's Transcript(s)
 - Financial Aid Worksheet
 - Two letters of Recommendation
 - Student Agreement (signed by student and 2 witnesses)
 - Summary of Volunteer Service / Employment History
 - Checklist
- Make sure the applicant understands the policies governing the scholarship program and the terms of the Student Agreement and remains aware of its provisions throughout the term of the scholarship.
- Familiarize the recipient with Pilot International's principles so the student will be a good Pilot ambassador.
- Inform the recipient of the approval / denial of the scholarship and formally award if possible.

- Work closely with the student to ensure that the payment is requested in time. To do this, the student must have the school complete the Registration Verification Form and send to Pilot International Headquarters with a current transcript. **The scholarship payment must be requested within six months after the scholarship is awarded or the scholarship is automatically cancelled.**
- Pilot Club members are encouraged to invite the student to at least one club meeting per year. Clubs should also contact the student regularly and assist the student as needed.

Scholarship Applications that are incomplete or do not include all of the appropriate documentation will not be processed.

Other Information for Clubs

Sponsorship Letter from Club:

A letter, signed by the Club President and Club PIFF Representative, stating that, to the best of it's knowledge, the club believes the applicant meets the qualifications for the scholarship, and the club voted to recommend the applicant. **This letter should indicate the club membership voted to sponsor this applicant and the meeting date that this vote was taken.**

Student's Transcript(s):

These should be the most recent college-level course work. Transcripts downloaded from school websites are accepted if unaltered and URL is visible at the bottom of the printed page. **The student's cumulative GPA must be listed. If GPA is not listed, an official paper copy must be requested by the applicant from the school's registrar and submitted with the application.**

Two letters of Recommendation:

These should address character, commitment, and ability. Letters must be dated within 12 months of the date of application. The letters should be from qualified persons such as a professor who has taught the applicant, a faculty advisor, or an employer. **If these arrive in sealed envelopes, the club should open the envelope to verify the letter.**