



## **CAREER OPPORTUNITY SCHOLARSHIP FUND APPLICATION**

### **PROCEDURES**

The Career Opportunity Scholarship Fund is available to students who are current clients in care or former residents who have successfully participated in the programs of St. Jude's Ranch for Children. Applications will be approved by the Academic Committee and will be awarded based on the needs of the applying student.

Funds will typically be used to cover expenses for tuition, books, lab fees, equipment (computers, calculators, etc.) and in some circumstances on-the-job training. Scholarships will require reapplication annually and an updated application is required per semester or when funds are required by educational facility.

### **ELIGIBILITY**

Applicants for the Career Opportunity Scholarship Fund will be required upon their first application to submit a one-page essay discussing their career choice and how the funds will help to support their education. The essay will only be required at the initial application for the year and on an annual basis for renewal applications.

Additional eligibility requirements include the following:

1. Proof of enrollment in an educational institution must be provided.
2. Students must maintain above a 2.0 grade point average for each course taken and complete the course.
  - a. A grade below a 2.0 grade point average in a course taken or changing a course status to "incomplete" will disqualify the student from receiving the equivalent amount of funds for books and tuition for the next request.
  - b. Copies of current and prior semester grades will be required with each request for funds made.
3. Students must provide verification that they have applied for financial aid through FAFSA and provide current award amount
4. Funds allocation requirements:
  - a. For Prepayment: An invoice from the educational institution which shows the cost of tuition and the name of the institution to which the check will be made payable, and a printout from a book store with the cost of the books; and a completed W-9 from the institution for payment to be made.
  - b. For Reimbursement: A receipt from the educational institution for tuition and books.
  - c. Refunds received by student due to excess tuition payment or cancellation of a course MUST be returned to St. Jude's Ranch for Children to go back to the Career Opportunity Scholarship fund.





**CAREER OPPORTUNITY SCHOLARSHIP FUND APPLICATION**

Please list classes below (attach verification):

---



---

**(Continued)**

Are you currently working? Yes No **If yes, complete below**

Current Business/Employer Current job title

Business Address City/State/Zip

Business Phone Supervisor Name

Salary Hours per week worked

If not currently working, when do you plan to return to work: \_\_\_\_\_

Essay should be typed 750 words - 1000 words. Your essay should discuss each of the four topics below:

- a) Bio about youth?
- b) What is your educational goal?
- c) How will the scholarship funds help you meet your educational goal?
- d) What is your career choice?

**Signature Statement: I have reviewed the Career Opportunity Scholarship fund procedures and eligibility and I understand and agree to abide by the standards listed.**

\_\_\_\_\_  
 APPLICANT NAME (PRINT) DATE APPLICANT SIGNATURE

**This packet and requested documents should be returned to:**

**St. Jude's Ranch for Children  
 Attention: Career Scholarship Chair  
 5005 McLeod Drive Las Vegas, NV 89121  
[www.dcharles@stjudesranch.org](mailto:dcharles@stjudesranch.org)**