

## 129<sup>th</sup> Alumni & Heritage Association Scholarship Program Policy

### A. Purpose:

The Educational Scholarship Program is intended to recognize exceptional 129<sup>th</sup> RQW Enlisted members and to assist them in their education goals so that they may better contribute to the Unit's mission.

### B. Scholarship Committee:

The Alumni Heritage Association (AHA) President will establish a Scholarship Committee composed of Association and Wing members. The Committee will consist of a minimum of three people - the chairperson, one AHA Director and the 129<sup>th</sup> RQW CCM or the Command Chief's designated representative. The President will designate the chairperson.

### C. Implementation:

Annually the Board, prior to the Scholarship Committee's December meeting, will establish the value of the scholarships to be awarded. The Scholarship Committee will accept, review, determine eligibility and rate all applications. They will then make a recommendation to the 129<sup>th</sup> AHA Board. The chairperson will use the Action Report (Attachment 2) to record committee and board action.

### D. Qualifications:

1. Applicants being considered for a scholarship award shall have demonstrated the ability to perform their 129<sup>th</sup> RQW duties with a selfless effort that demonstrates a maturity and commitment to the Unit goals and the mission of the Air National Guard and Air Force.
2. Eligible individuals must have one-year minimum 129<sup>th</sup> RQW service. Unit members with less than a year service must have successfully completed BMT and Tech School and have a strong Commander's letter of recommendation with their package explaining why the Board should consider this individual.
3. Applicant must be pursuing an Associate or Bachelors degree or be enrolled in a vocational school.
4. Scholarship applicants are classified into two categories. The categories are intended to establish an award sequence.
  - **Category A** - Applicants who hold a military rank of E-3 (A1C) to E-6 (TSgt).
  - **Category B** - Applicants who hold a military rank of E-7 (MSgt) to E-9 (CMSgt).
5. Applicants shall be currently enrolled in an educational program whose goal is an academic degree or certification in a subject matter, which will enhance the applicant's ability to support the 129<sup>th</sup> RQW unit mission and goals.

6. Applicants applying for the scholarship are required to submit an application (Attachment 1). With the application, a current transcript, a statement of work in progress from the educational facility, or other evidence of program participation will be submitted. Applicants will also submit their squadron commander or immediate commander's written endorsement. This letter should describe the endorsement reason and brief description of the individual's future potential.
7. Scholarship awardees are limited to two (2) scholarship awards. The Scholarship Committee may consider in exceptional circumstances waiving the limitation.

**E. Application Procedure:**

The application process for receipt of a scholarship is as follows:

1. The annual application period is the March drill weekend through the November drill weekend.
2. Submit the 129<sup>th</sup> AHA Educational Scholarship Application with endorsement letter and program participation evidence no later than the November drill. Completed applications shall be submitted to the Scholarship Committee Chairperson or a designated representative.
3. Completed applications should be carefully reviewed prior to submittal. Pay attention to:
  - a. Tenure in Unit (see paragraph D2)
  - b. Appropriate rank requirement. (paragraph D4)
  - c. Completeness of individual personal interest questions.
  - d. Endorsement letter.
  - e. Transcript, certificate of work in progress, or other evidence of active program participation.
  - f. Completeness and quality of applicant's response will be evaluated.

NOTE: Because the scholarship is a "once a year" grant, applications that are submitted after the application cut-off date or are found incomplete may NOT be considered for a scholarship award. Applications will be rated based on E3 and Attachment 3.

**F. Review Procedure:**

1. Completed applications may be submitted at anytime during the application period to the Scholarship Chairperson. Applications will be reviewed for completeness. Deficient applications will be returned for correction. Applications may be resubmitted at any time, but no later than the December drill weekend.
2. The 129<sup>th</sup> AHA Educational Scholarship Committee will conduct a December meeting to review and qualify applicants.
3. The 129<sup>th</sup> AHA Educational Scholarship Committee will conduct a January meeting and will formulate scholarship award recommendations as authorized by the Board of Directors.

4. The qualified Category A applicants will be considered first. If there are insufficient qualified Category A applicants, the Committee will proceed to consider qualified Category B applicants until all the authorized scholarships are awarded.
  
5. The Educational Scholarship Chairperson will present the Committee's recommended scholarship awardees for Board of Director review and concurrence.

**G Formal Award Presentation:**

The 129<sup>th</sup> AHA Educational Scholarship and Recognition Certificate presentation to each recipient is scheduled for the Alumni Association annual membership meeting. This meeting is commonly referred to as "The Old Timers' Luncheon" and is customarily scheduled annually in March.

# 129th Alumni & Heritage Association Military Member Scholarship Application

Instructions: All Sections must be completed. Attach endorsement letter and transcript and/or certificate of work in progress.

Submission Date: \_\_\_\_\_

## 1. Personal Data:

Name: \_\_\_\_\_

129th RQW Unit Assignment: \_\_\_\_\_ Rank: \_\_\_\_\_

Duty Title: \_\_\_\_\_

129th RQW Service Dates: \_\_\_\_\_ to \_\_\_\_\_

Home Address: \_\_\_\_\_

Apartment # \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

**2. Educational Source Data:**

Institution Name: \_\_\_\_\_

Location: \_\_\_\_\_

Course Type:     Bachelor's Degree     Associate's Degree     Vocational School

Major Career Interest: \_\_\_\_\_

Educational Major \_\_\_\_\_

Utilizing GI Bill     Yes     No

Why did you choose this educational resource?

**3. School and Community Activities:** List clubs, committees, volunteer work, organizational offices you have held, and special achievements.

**4. Civilian Employment:** List work assignments, supervisory assignments, and special work experiences.

**5. Personal Statement:** Discuss how you plan to apply your educational accomplishments to your professional/career goals - both civilian and military.

Signature: \_\_\_\_\_

Date Completed: \_\_\_\_\_

**Submission Instructions:**

1. The completed application must be turned in to Scholarship Chair for the 129<sup>th</sup> AHA, by COB of the November drill weekend. Additional pages may be submitted with application if more room is needed for response.
2. A letter of endorsement from your commanding officer must accompany the application.
3. A current transcript, a statement of work in progress from the educational facility, or other evidence of program participation is required and must be attached.

129<sup>th</sup> Alumni & Heritage Association  
129<sup>th</sup> AHA Scholarship Committee Action Report

Date Application received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

\_\_\_\_\_ Application Complete    \_\_\_\_\_ Application Incomplete

Date returned: \_\_\_\_\_

Committee Finding: \_\_\_\_\_

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\_\_\_\_\_ Scholarship Awarded                      \_\_\_\_\_ Not Awarded

Individual / Unit Advised/Date \_\_\_\_\_

Individual Awarded Scholarship:    Amount: \_\_\_\_\_    Date: \_\_\_\_\_

Signature of Committee Chairman: \_\_\_\_\_    Date: \_\_\_\_\_

Signature of Treasurer: \_\_\_\_\_    Date: \_\_\_\_\_

Check # \_\_\_\_\_

Check Date: \_\_\_\_\_

Check Amount: \_\_\_\_\_

129<sup>th</sup> Alumni & Heritage Association  
129<sup>th</sup> AHA Scholarship Committee Action Report  
Summary

**Scholarship Application Packages**

<b><u>Rank and Name</u></b>	<b><u>Unit</u></b>	<b><u>129<sup>th</sup> Job</u></b>	<b><u>Major</u></b>	<b><u>GPA</u></b>	<b><u>Personal Statement</u></b>	<b><u>Extra Activities</u></b>	<b><u>Ranking Order</u></b>