

# *M. Verna Butterer Educational Trust*

P.O. Box 273, Fountainville, PA 18923-0273

www.butterer.org

## **FINANCIAL AID APPLICATION and INSTRUCTIONS**

The M. Verna Butterer Educational Trust offers a combination scholarship and interest free loan to Bucks County, Pennsylvania residents that demonstrate financial need and want to pursue a post high school education. A recipient of a scholarship/loan may be eligible for up to four years of funding for attendance at colleges, universities, technical schools, nursing schools and other post secondary education institutions located within the U.S. The maximum annual award may not exceed \$14,000.00, indexed for inflation. The loan portion of the award is 1/2 of the total annual award and requires a note be signed for each payment made on a student's behalf. The secured loan portion must be repaid within five years after graduation or final funding, whichever occurs first. There is no interest on the loan. Applicants may be asked to verify the financial information contained in this Application and the Free Application for Federal Student Aid.

### **ELIGIBILITY REQUIREMENTS**

- M. Verna Butterer Educational Scholarships/Loans are intended for individuals who are in financial need for educational purposes as determined by the Trustees of the M. Verna Butterer Educational Trust.
- Candidates may be graduating high school seniors, persons presently attending post high school education institutions and/or non-traditional students returning to post high school institutions.
- Candidates must be U.S. citizens and meet a two-year residency requirement as a resident of Bucks County in the State of Pennsylvania.

### **QUALIFICATIONS**

The Board of Trustees considers the following:

- The Expected Family Contribution (EFC) as reported on the Student Aid Report from the U.S. Department of Education and modifications, if any, made by the trustees.
- Information on the application having to do with the reason the applicant has a financial need.
- Prior academic performance.
- Other activities described on the application.

### **SELECTION PROCESS**

- Only candidates who submit all of the required documents on time will be considered.
- Only candidates who affirm that they are not related to disqualified persons will be considered for the scholarship/loan. In accordance with I.R.C. Sec. 4941, for purposes of awarding the Butterer scholarship/loan, a "disqualified" person who would be ineligible for the scholarship/loan would include the Foundation Manager, the Board of Trustees, the Selection Committee and the Soroptimist International Club and their families, including their spouses, ancestors, children, grandchildren, great grandchildren and the spouses of children, grandchildren and great grandchildren.
- Your application materials will be reviewed by the Board of Trustees and the Selection Committee made up of members of the Bucks County Chapter of the Soroptimist International Club.
- Scholarship recipients will be notified in late May. Scholarship payments are made in July/August/September for the start of the Fall term.
- Scholarship/loan payments are made to the institution directly.
- Scholarships/loans are made on an semi-annual basis. The award is renewable for an additional three years provided the recipient completes a renewal application annually, submits an official transcript for the prior academic year and executes appropriate Notes.
- In order to continue receiving the award, the student must remain in the institution and maintain a minimum cumulative GPA of 2.0. If a recipient does not continuously attend a post high school institution for more than a year, the award will be withdrawn. It will be necessary to file a new Financial Aid Application and go through the selection process again.
- The amount to be repaid is 1/2 of the total monies awarded. Prior to each semester payment, a Note must be signed by the recipient and by his/her parent(s) or legal guardian(s), if a dependent.

Providing Educational Assistance to Qualified Bucks County, Pennsylvania residents.

The M. Verna Butterer Educational Trust does not discriminate on the basis of race, color, national and ethnic origin in the administration of its scholarship program

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## **CHECKLIST AND REQUIRED DOCUMENTS NEEDED TO COMPLETE APPLICATION**

**Only Those Who Submit All Documents Will Be Considered**  
**YOU WILL NOT BE CONTACTED FOR MISSING INFORMATION**

**Complete the M. Verna Butterer Financial Aid Application Form in full.**

**Complete and file the Free Application for Federal Student Aid (FAFSA) for the intended school year.**

**Provide a copy of your STUDENT AID REPORT (SAR) with the Expected Family Contribution (EFC) circled. The U.S. Department of Education will send you this report upon completion of the FAFSA application. Include a full and complete copy of the SAR report (including the data sheets) with your Butterer Application. The application will be considered incomplete if the EFC is not provided.**

**Submit a copy of your current (within four years) transcript from high school or post high school institution. This may not be applicable for the non-traditional applicant.**

**Provide three (3) letters of recommendations from any non-family member. For example, these letters of recommendations may include an advisor, a counselor, a teacher, an employer or a director of any outside activities.**

**Your essay - See instructions on Page 3 of 5:**

**The essay will comprise no more than two, double spaced 8-1/2 x 11 pages.**

**If available, submit a copy of the financial aid award package offered to you by the school you will attend next fall.**

**Remember: All forms, letters and other documents must be postmarked no later than March 15.**

**Mail to: M. Verna Butterer Educational Trust, P.O. Box 273, Fountainville, PA 18923-0273**

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## FINANCIAL AID APPLICATION

DEADLINE: MARCH 15TH

### APPLICANT INFORMATION

NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

BUCKS COUNTY RESIDENT SINCE \_\_\_\_\_ ARE YOU A US CITIZEN \_\_\_\_\_

HIGH SCHOOL/COLLEGE \_\_\_\_\_

FATHER'S NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

MOTHER'S NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

IF MARRIED, INCLUDE SPOUSE'S NAME

SPOUSE'S NAME \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_

MARITAL STATUS \_\_\_\_\_

DATE OF GRADUATION \_\_\_\_\_

OCCUPATION \_\_\_\_\_

SALARY \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_

OCCUPATION \_\_\_\_\_

SALARY \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_

OCCUPATION \_\_\_\_\_

SALARY \_\_\_\_\_

BROTHERS AND SISTERS

AGE

ARE THEY ATTENDING COLLEGE NEXT YEAR?

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WHAT SCHOOL OR PROGRAMS ARE YOU APPLYING TO?

INSTITUTION

TUITION

ROOM & BOARD

ACCEPTED?

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## CURRENT PROFILE (WITHIN THE LAST FOUR YEARS OF APPLYING)

### AWARDS AND HONORS:

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### EMPLOYMENT HISTORY: (INCLUDE EMPLOYER, DUTIES, DATES, HOURS PER WEEK)

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### WHAT IS YOUR PLANNED FIELD OF STUDIES AND YOUR OBJECTIVES FOR GOING ON TO HIGHER EDUCATION?

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## FINANCIAL AID QUESTIONS

LIST OTHER SCHOLARSHIPS AND/OR FINANCIAL AID RECEIVED OR REQUESTED. IF RECEIVED, INDICATE AMOUNT AND WHETHER NEED BASED OR MERIT BASED.

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### HOW DO YOU PLAN TO PAY FOR YOUR COLLEGE EDUCATION?

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## RELEASES AND SIGNATURES

### READ, SIGN AND DATE

**CERTIFICATION:** ALL OF THE INFORMATION PROVIDED BY ME OR ANY OTHER PERSON ON THIS FORM IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT THIS APPLICATION IS BEING FILED JOINTLY BY ALL SIGNERS. IF ASKED BY AN AUTHORIZED OFFICIAL, I AGREE TO GIVE PROOF OF THE INFORMATION THAT I HAVE GIVEN ON THIS FORM. I ALSO REALIZE THAT IF I DO NOT GIVE PROOF WHEN ASKED, THE STUDENT MAY BE DENIED AID.

**I HEREBY ATTEST** THAT I AM QUALIFIED FOR THIS SCHOLARSHIP/LOAN AND THAT I AM NOT RELATED TO ANY INDIVIDUAL WHO IS A DISQUALIFIED PERSON AS DEFINED BY IRC SECTION 4941. I HEREBY AGREE WITH THE TERMS AND CONDITIONS OF THE M. VERNA BUTTERER EDUCATIONAL TRUST SCHOLARSHIP/LOAN SHOULD A SCHOLARSHIP/LOAN BE GRANTED TO ME.

**EVERYONE** WHOSE INFORMATION IS GIVEN ON THIS FORM MUST SIGN BELOW. THIS INCLUDES THE STUDENT AND PARENTS OR LEGAL GUARDIANS. **THIS APPLICATION WILL NOT BE PROCESSED WITHOUT THE REQUIRED SIGNATURES.**

STUDENT: \_\_\_\_\_

STUDENT'S SPOUSE: \_\_\_\_\_

FATHER/STEPFATHER: \_\_\_\_\_

MOTHER/STEPMOTHER: \_\_\_\_\_

DATE COMPLETED: \_\_\_\_\_

### MAIL APPLICATION AND SUPPORTING DOCUMENTS TO:

**M. VERNA BUTTERER EDUCATIONAL TRUST  
POST OFFICE BOX 273  
FOUNTAINVILLE, PA 18923-0273**

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