

THE 2014 WOMEN'S FORUM EDUCATION AWARD INFORMATION SHEET

Women's Forum Inc. is a community where preeminent New York women leaders of diverse achievement come together to make a difference for each other and take an active leadership role in matters of importance to them. Since 1987 the Women's Forum Education Fund has provided Awards to help mature women—35 and older—pursue educational goals and enhance their capacities to provide leadership and productive and supportive service to their communities and beyond. The Award recognizes extraordinary and often heroic effort in overcoming adversity and the most daunting of odds in restructuring lives for success. Unlike scholarships and financial aid which are based primarily on need and academic performance, the Award recognizes women who already make a difference and whose record even as they overcome obstacles in their lives and their pursuit of higher education holds promise of even greater leadership.

Candidates for an Award and their references should share the narrative of obstacles confronted and overcome and also of demonstrated leadership and care for their community.

Eligibility:

The awards (\$10,000 each) will be given to women over the age of 35 who have faced and overcome adversity and now, after an interruption in their education, have resumed the pursuit of **their first Associate or Bachelor** degree. Applicants must demonstrate noteworthy promise and resilience in the face of challenges. Applicants must also demonstrate a commitment to helping others and to making a difference in their community, large or small, when their own career goals are achieved. Financial need is not the primary determining factor in the selection of recipients, although true financial need should be in evidence.

Applicant must:

- be 35 years old by December 1, 2013 (birth date no later than December 1, 1978)
- reside in New York City
- be pursuing her **FIRST** Associate or Bachelor Degree, have earned at least 12 credits in good standing
- have attended a college in New York City during the 2012-2013 academic year and be enrolled for at least 6 credits in the 2013-2014 academic year
- have at least 6 credits to complete graduation requirements after June 2014
- If completing an Associate degree, provide evidence of intention to continue to a Bachelor degree program.
- Awardee must complete her second semester within twelve months of receiving the Award, i.e., by July, 2015.

Applicant must submit an official transcript with her application. Candidates may be required to submit a second official transcript for spring semester 2014. Award will be given to the 2014 Women's Forum Awardees in two installments: \$5,000 upon notification of Award by June 30, 2014 and \$5,000 in January 2015 or July 2015, upon successful completion of an additional semester with 3 or more credits. Recipients will be required to submit an official transcript for their additional semester of 3 or more credits before the second installment will be

awarded. Students completing an Associate degree must also provide evidence of their intention to continue to a higher degree, and, if selected, provide evidence of admission to a Bachelor degree program. The Women's Forum will issue a Form 1099 to all Awardees in January 2015, for CY2014, and again in January 2016, for CY2015.

Applicant must submit **two Personal Essays** of no more than 500 words each, one addressing her personal history and one addressing her career goals and motivation. Both topics are described below:

1. Personal history, challenges, obstacles, other than financial, that she has overcome while pursuing an education, and general academic record as an indication of noteworthy leadership promise. (Financial need will be addressed separately.)
2. Career goals and motivation. If appropriate, include any meaningful involvement, as well as any leadership experience, in community service, art, athletics, business, science, or other extracurricular activities.

Applicant must also submit a separate brief **Financial Statement** describing her present and anticipated financial situation. Please state how receiving this Award will help and how applicant would wish to use the funds from the Award.

**DEADLINE: APPLICATION, TRANSCRIPT AND LETTERS OF REFERENCE MUST BE POSTMARKED
BY DECEMBER 1, 2013**

- **Application** can be accessed and submitted on line at www.womensforumny.org or mailed to the Women's Forum and postmarked by December 1, 2013.
- **Official transcript** must be mailed to the Women's Forum and postmarked by December 1, 2013. An official transcript contains a college seal from the registrar.
- **Letters of reference** must be mailed to the Women's Forum and postmarked by December 1, 2013. They should be mailed in sealed envelopes that have been signed on the back by the endorsers. They may be mailed directly by the endorser or enclosed with the application, as long as the envelopes are sealed and signed on back by the endorsers.
- Application and confidential letters of reference will not be returned to the applicant.
- If mailing completed application, do not staple the application; Application should be single-sided.
- Submit **Award** application and accompanying documents to:

**WOMEN'S FORUM INC.
55 WEST 39TH STREET, SUITE 12N
NEW YORK, NY 10018**

Applicants will be notified of action by June 30, 2014

THE WOMEN'S FORUM 2014 EDUCATION AWARD APPLICATION

PLEASE SEE INFORMATION SHEET FOR INSTRUCTIONS

BIRTH DATE: _____

NAME: _____
(Last) (First) (Middle)

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: (Home): _____ (Work): _____ (Cell): _____

EMAIL: _____

SOCIAL SECURITY NO. (LAST 4 DIGITS ONLY): ____ ____ ____ ____

COLLEGE CURRENTLY ATTENDING: _____

MAJOR: _____

IF AT A COMMUNITY COLLEGE, WHAT IS YOUR INTENDED BACHELORS DEGREE MAJOR?

CAREER GOAL: _____

DATES ATTENDING CURRENT INSTITUTION: FROM: _____ TO: _____

ANTICIPATED DATE OF GRADUATION FROM YOUR CURRENT INSTITUTION: _____

PREVIOUS EDUCATION HISTORY:

<input type="checkbox"/> High School:	Year of Graduation:		<input type="checkbox"/> GED	Year Received GED:	
List the name of any college you have attended.		Year Began	Year Ended	Year Graduated	Type of Degree Program

ALL DEPENDENTS, INCLUDING AGES

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LIST ANY WAGE EARNERS, OTHER THAN YOURSELF, INCLUDING THEIR OCCUPATION.

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EMPLOYMENT RECORD (Last 4-5 years). Begin with the most recent:

Name and Address of Employer	Your Title and a Brief Description of Your Responsibilities	Full-Time or Part-Time (if part-time, please indicate number of hours/week)	Dates of employment From - To

COMMUNITY SERVICE: Not all applicants will have been able to be involved in community service activities, but if you have been involved as a volunteer in community service activities in the past 4-5 years, please check and list below.

☐ **NO** I have not had the opportunity, or time, to volunteer.

☐ **YES** If yes, please list below.

Name and Address of Organization	Description of your involvement and how it relates to your career leadership potential	Amt of time per week you are/were involved	Dates From To

REFERENCES

SUBMIT NAMES, ADDRESSES, PHONE & EMAIL OF THREE PERSONS WHO KNOW YOU WELL. (No Family Members)

Past accomplishments and comments about your leadership potential should be stressed.

Two of the three references **MUST** be from faculty or administrators at your college familiar with your academic work.

Please ask these three persons to mail their references in a sealed envelope, with their signature on the back of the envelope. As we receive many qualified applications, the role, position, and stature of your references and their ability to write convincingly and substantively of your promise will carry significant weight.

Letters of Reference must be postmarked by December 1, 2013 and mailed by US Mail to the Women's Forum at:

WOMEN'S FORUM INC.
55 West 39th Street, Suite 12N
New York, NY 10018

REFERENCES:

- | | | |
|----|-------|-------------|
| 1. | _____ | Phone _____ |
| | _____ | Email _____ |
| | _____ | |
| 2. | _____ | Phone _____ |
| | _____ | Email _____ |
| | _____ | |
| 3. | _____ | Phone _____ |
| | _____ | Email _____ |
| | _____ | |

PERSONAL ESSAYS

SUBMIT TWO PERSONAL ESSAYS of **no more than 500 words each**. One essay should address your personal history and one should address your career goals and motivation. Both topics are described below:

1. Personal history, challenges, obstacles, other than financial, that she has overcome while pursuing an education, and general academic record as an indication of noteworthy leadership promise. (Financial need will be addressed separately.)
2. Career goals and motivation. If appropriate, any meaningful involvement, as well as any leadership experience, in community service, art, athletics, business, science, or other extracurricular activities.

FINANCIAL STATEMENT

SUBMIT A SEPARATE FINANCIAL STATEMENT of no more than 100 words.

- Describe your present and anticipated financial situation. Please state how receiving this Award will help and how you would wish to use the funds from the Award.
- Financial need, as well as challenges surmounted and leadership potential, are considered by the Women's Forum Education Fund Award Committee.
- The Education Fund of the Women's Forum is required to issue a 1099 for each of the two installments of the award, one in 2014, and one in 2015.

TRANSCRIPT

Mail an official transcript to the Women's Forum, postmarked by December 1, 2013. An official transcript includes a college seal from the registrar.

Through these Awards, the Women's Forum is committed to fostering the development of women who evidence strong leadership promise in their chosen fields.

☐ **I have read the Information Sheet**

SIGNATURE _____ DATE _____

DEADLINE: APPLICATION, TRANSCRIPT AND 3 LETTERS OF REFERENCE MUST BE POSTMARKED BY DECEMBER 1, 2013.

Application can be accessed and submitted electronically at

www.womensforumny.org

Application, transcript and letters of reference can be mailed to:

**WOMEN'S FORUM INC.
55 WEST 39TH STREET, SUITE 12N
NEW YORK, NY 10018**

Questions? Contact info@womensforumny.org or 212-447-9107