## **Odiorne Scholarship Application Instructions**

Dear Applicant,

Thank you for expressing interest in the Westminster Presbyterian Odiorne Scholarships. You will find the application instructions below.

This year the application requires an essay as well as specific personal information and the name of a reference you will contact. The application can be submitted via email or postal mail. The address information is at the end of this message. Please complete your application as a separate document and submit as instructed.

#### **Section One: Personal Information**

# Please provide:

- 1. Your name
- 2. Your address
- 3. Your email
- 4. Your phone number
- 5. Describe your relationship to Westminster Presbyterian Church:
  - If you're a member, tell us when you joined the church.
  - If you are a non-member involved in WPC programs, let us know when you started participating.
  - If you are a staff member, include your position title and how many hours you work per week.

### **Section Two: Education**

#### Please tell us:

- 1. From what high school did you graduate, and in what year? Or, if you're still in high school, please let us know which one and your expected graduation date.
- 2. Are you in college or graduate school? Or are you in another training program or working? What's the name of the institution and/or program where you are studying or working?
- 3. What are your goals for the coming year? What degree or certificate would you like to achieve?
- 4. Do you plan to take course work in person or online?

## **Section Three: Career Goals and Life Experience**

Please include a statement of no more than 500 words that includes:

- 1. The major focus of your study, work, and career or job plans
- 2. Past and present activities at WPC and other community service
- 3. The impact these activities have on your life
- 4. Any extenuating financial situation you are experiencing
- 5. Anything else that might be of interest to the Odiorne Committee

### **Required Letter of Recommendation**

In your application, please tell us the name of the person who will write a letter of recommendation for you.

Please request your letter of recommendation from someone other than a family member or a member of the WPC staff. The letter should be from someone who has known you for a significant time and is familiar with your character and work habits. Ask the person to send the letter directly to Westminster.

#### **Submission Instructions**

<u>Application</u>: After answering the questions listed in these instructions, please send your application to <u>Odiorne@westprespdx.org</u> or send it by mail to:

The Odiorne Committee Westminster Presbyterian Church 1624 NE Hancock Street Portland, OR 97212

<u>Reference letter</u>: The person who writes your letter of recommendation should send the letter directly to Westminster. Do not collect it from them. Have them send it to <a href="mailto:Odiorne@westprespdx.org">Odiorne@westprespdx.org</a> or send it by mail to:

The Odiorne Committee Westminster Presbyterian Church 1624 NE Hancock Street Portland, OR 97212

YOUR APPLICATION AND REFERENCE LETTER SHOULD BE SUBMITTED NO LATER THAN JULY 12, 2024.

If you have any question, please send an email to <a href="Odiorne@westprespdx.org">Odiorne@westprespdx.org</a> and we will respond as quickly as possible.