



High School Graduating Seniors ONLY

Process for Submitting Applications for 2023-2024 ONLY

- All contents must be emailed in one PDF document to scholarship@sofcc.org
- The package must be emailed by Friday, June 23rd, 2023, at 11:59pm EST**
- APPLICATIONS RECEIVED AFTER THIS DATE AND TIME WILL NOT BE CONSIDERED
- Please put your name and type of scholarship in subject line of the email

Contact for Questions

Read the Frequently Asked Questions at <http://mysofcc.spiritoffaith.org/> (see Scholarship Event 2023-24). If you have a question that's not addressed, please e-mail: scholarship@sofcc.org.

Emails should include full name, phone number, service attended, and the scholarship you are applying for. There is a 72 hour turnaround time.

Criteria

Applicants/Parents MUST use this form to ensure that you are fulfilling the requirements needed to become an S.O.F.C.C. Award recipient. Unless otherwise stated below, ALL applicants must complete each section.

1. Tithing partner at S.O.F.C.C. for at least six months
2. Include a wallet size picture/headshot of applicant only (Pictures will not be returned)
3. G.P.A. or grades provided by 2023 transcript or report card (official/unofficial)
4. Tither/Attendance Verification Form (see page 3)
5. Essay (NO MORE than two pages typed, double spaced, size 12 font, Times New Roman; see page 5)
6. Recommendation Letter included (see page 6 & 7)
7. Financial Institution Data Form (see page 10)
8. Itemized Cost Breakdown Form and Additional Financial Awards (see page 11)
9. Institution Bill from the Financial Aid/Cashier's Office at the institution (should breakdown expenses to attend)
10. Copy of Acceptance Letter from university
11. Resume (work experience, leadership, spiritual/church activities, etc.)
12. Overall neatness and presentation
13. Church Extracurricular Verification Form included (if applicable, see page 8)
14. S.W.A.T. 12:1 participation (Consistent; if applicable, see page 9)

Scholarships and Eligibility (Can only apply for *one* scholarship) - *NEW – Please note that to qualify for an SOFCC Scholarship, items 3-11 are REQUIRED. An application that does not contain these required items will be deemed incomplete and will NOT BE CONSIDERED.

1. Specialist Toccare Green Award:

- For recent high school graduates entering a two- or four-year college/university.*
- Must include copy of acceptance letter from your chosen school.
- Must be a partner for at least six months.

3. Most Improved (MI) High School:

- For graduating high school seniors who are entering their first year of college.
- Must include acceptance letter from your chosen school.
- MUST show evidence of improvement in overall grades/GPA.
- Must be a partner for at least six months.

* Anywhere on this application that it states college or university, this also includes trade and technical schools/institutes



**SUBMIT THIS COVER PAGE ALONG WITH YOUR COMPLETED APPLICATION
EVERYTHING MUST BE COMPLETED AND EMAILED TO THE LISTED EMAIL
ADDRESS**

Full Name

Institution Name

Academic Major

Tithes/Offering envelope number

Today's Date

Name of SOFCC scholarship that you are applying for (can only be one)

Name of SOFCC scholarship that you won last year (if applicable)

Email address for Correspondence

**Application must be emailed by Friday, June 23rd, 2023,
11:59PM, EST**



Tithes Verification

ALL applicants for all awards must be tithing partners at SOFCC for at least six months to be eligible for any scholarship. The information below will be submitted to the Finance Department who will inform the SOFCC scholarship committee of the dates of giving. We are not interested, nor are we looking at amounts; we are looking at dates of giving. The dates will serve as dates of attendance for the scholarship purposes. **All NEW applicants must complete this form and submit with final application. If not submitted, you will not be considered for a scholarship.**

Applicant Name:	Applicant complete Home Address:	Applicant Tithes/Offering Number:
Applicant Parent/Guardian Name (for High School applicants):	Applicant Parent/Guardian complete Home Address (for High School applicants):	Applicant Parent/Guardian Tithes/Offering Number (for High School applicants):



Applicant Entry Data: Type or Print legibly with black ink and complete all information.

Name (first) _____ (last) _____ (MI) _____

Marital Status (check one) Married ___ Single ___

Are you a partner? ___ How long? ___ (Exact date: Month & Year)

Address _____

City _____ State _____ Zip Code _____

Telephone Number (home) _____ (cell) _____

E-mail Address _____ Parent/Guardian E-mail _____

Parent/Guardian Permanent Address AND Telephone Number

Name of High School/College _____

High School/College Address _____

Name of Guidance Counselor/Dean _____ Telephone Number _____

E-mail Address _____ Fax: _____

Ministry of Leaders (MOL) - all MOL/VAT workers must use their Directors for the letter of recommendation (page 6)

What area(s) do you serve in? _____

How long have you been in the area(s)? _____

What is your role? _____

How has the MOL influenced your life? _____

Which Campus do you primarily attend? (Check one) Brandywine ___ Temple Hills ___ Baltimore ___
E-Campus _____



Essay

Please check the box of the scholarship award that you are applying for. You **MUST** answer ALL of the questions listed below the award. Remember, you can only apply for one scholarship. Please limit your essay to no more than 2 pages (Double Spaced, 12 font, Times New Roman). Essays over two pages will not be reviewed.

Toccara Green:

1. What is your growth and sustainability plan for your first year of college and projected field of study?
2. How are you going to use what you have learned this year to help disciple your peers into spiritual maturity?

Most Improved High School:

1. Reflect on the faith steps you took to improve your grades. How did this process of improvement positively impact other areas of your life? Give example(s).
2. What was the pivotal moment that caused you to want to improve? What was the most challenging aspect in the improvement process? Provide *necessary* details.

Briefly respond to the question below:

What personal (not including your family) financial contributions have you made to the ministry? Please explain, including any 'attendance' breaks in your giving. For example: scholarship fund, March seed, million dollar offering, tithes and offerings.

For Toccara Green or Most Improved High School applicants ONLY

Have you graduated from Kingdom Executives, Queens in Transition, Young Gents or participated in S.W.A.T.?

_____ No _____ Yes **If Yes, which one?** _____

If Yes, complete Church Extracurricular or S.W.A.T. Verification Form



Recommendation Letter-MOL/VAT*

Applicant Instructions: **This is the official template for the SOFCC Scholarship application 2023. Please fill in your information and submit this to your recommendation writer. Make sure it given back to you in a sealed envelope in order to submit a complete application. All recommendation letters use this form.**

Recommendation Writer Instructions: **This form MUST be completed by the MOL or VAT Director. Thank you for completing this letter of recommendation. Please complete, sign, and date and return to applicant in a sealed envelope so it can be submitted with the final application.**

Applicant Name: _____ **SOFCC Scholarship:** _____

Recommender's Information:					
Name and Title					
How long you have known applicant					
Address					
Phone and E-mail					
MOH or VAT					
<i>Using the rating scale provided, please rate the applicant accordingly.</i>	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
He/She has been actively involved since joining Ministry of Helps/VAT.					
He/She has consistently demonstrated leadership potential. (i.e., being on time, respectful, team lead, etc.)					
He/She has demonstrated the ability to work with others in order to be a team player.					
He/She has exhibited effective communication skills.					
He/She performs above normal expectations.					
Based on my relationship with the applicant, and their <u>attendance</u> , I would recommend they receive a scholarship.					
What do you consider the applicant's current strengths? Areas for Improvement? <i>Note if you marked Strongly Agree for any area above, you must provide evidence below</i>					

Recommender's signature: _____ **Date:** _____, 2023



Recommendation Letter- for non-MOL/VAT applicants

Applicant Instructions: Use this form only if you are NOT a member of MOH or VAT. **Please fill in your information and submit this to your recommendation writer. Make sure it given back to you in a sealed envelope in order to submit a complete application. All recommendations are to be on this form ONLY.**

Recommendation Writer Instructions: **Thank you for completing this letter of recommendation. Please complete, sign, and date and return to applicant in a sealed envelope so it can be submitted with the final application.**

Applicant Name: _____ **SOFCC Scholarship:** _____

Recommender's Information:					
Name and Title					
How long you have known applicant					
Address					
Phone					
E-mail					
Using the rating scale provided, please rate the applicant accordingly.	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
He/She has been actively involved since joining our organization					
He/She has consistently demonstrated leadership potential. (i.e., being on time, respectful, team lead, etc.)					
He/She has demonstrated the ability to work with others in order to be a team player.					
He/She has exhibited effective communication skills.					
He/She performs above normal expectations.					
Based on my relationship with the applicant, and their <u>attendance</u> , I would recommend they receive a scholarship.					
What do you consider the applicant's current strengths? Areas for Improvement? <i>Note if you marked Strongly Agree for any area above, you must provide evidence below</i>					

Recommender's signature: _____ **Date:** _____, 2023



Church Extracurricular Verification Form*

* This is only for high school applicants. This form MUST be given to and completed by a leader of the **Kingdom Executives, Queens in Transition, or the Young Gents program**.

Applicant Instructions:** This is the official verification form to demonstrate your attendance, participation and graduation in one of the three stated programs. Please fill in your information and submit this to your attendance verifier. **Make sure it is given back to you in a sealed envelope in order to submit a complete application.

***Attendance Verifier Instructions:** Thank you for completing this attendance verification form for the applicant. Please complete with signature and date and return to applicant in a sealed envelope in order for it to be submitted with the application. Please note this should only be filled out if the stated applicant attended, participated, and successfully graduated from your respective program.*

Applicant Name: _____ **SOFCC Scholarship:** _____

I, _____ am on the leadership team of the _____
Print Verifier Name Kingdom Executives, Queens in Transition, or Young Gents

Program. I verify the attendance, participation, and graduation of _____.
Applicant Name

Attendance Verifier's signature: _____ **Date:** _____, 2023



S.W.A.T. Verification Form*

* **This is only for high school applicants.** This form MUST be given to and completed by a leader of the S.W.A.T. program.

Applicant Instructions:** This is the official verification form to demonstrate your attendance and participation in S.W.A.T. Please fill in your information and submit this to your attendance verifier. **Make sure it is given back to you in a sealed envelope in order to submit a complete application.

***Attendance Verifier Instructions:** Thank you for completing this attendance verification form for the applicant. Please complete with signature and date and return to applicant in a sealed envelope in order for it to be submitted with the application. Please note this should only be filled out if the stated applicant has maintained consistent attendance and participation in S.W.A.T.*

Applicant Name: _____ **SOFCC Scholarship:** _____

I, _____ am on the leadership team of the S.W.A.T. Program. I verify that
Print Verifier Name

_____ has maintained consistent attendance and participation in
Applicant Name

S.W.A.T.

Attendance Verifier's signature: _____ **Date:** _____, 2023



Institution Information

The institution information page provides the financial information that is required for SOFCC to send checks on your behalf if you are a scholarship recipient. The institution here means the school that you plan to be enrolled in for the academic year 2023-2024.

Student Name: _____ Social Security #: ____--____--_____

Institution Name: _____

Address of Institution: _____

Where to send the check (if awarded): _____

Contact Person: _____

Phone Number: _____

E-mail Address: _____

Last day that 3rd party checks can be sent: _____

Parent/Guardian Information

Name of Parent/Guardian: _____

Permanent Address of Parent/Guardian: _____

Telephone Number (home): _____ (cell) _____



Institution Expenses

Scholarship awards provided by SOFCC should be used ONLY for school-related expenses. Utilizing the spreadsheet below, please create an itemized breakdown of your expenses for the academic year of 2023-2024.

Use the spreadsheet below as an example to create your itemized expense breakdown.

Expenses Breakdown for 2023-24 Academic Year

Actual Tuition Cost (per class/credit hour)	\$
Room and Board (only for on-campus applicants)	\$
Books	\$
Total Expenses for 2023-24 Academic Year	\$

Additional Monetary Awards

Please list any additional financial awards (and their amounts) you are anticipating on receiving for the academic year of 2023-2024.

Award/Scholarship Name	Amount	Duration
<i>Sample Student Scholarship</i>	<i>1,000.00</i>	<i>Fall 2023 (Sept-Dec) only</i>

I verify that all information contained herein is true and correct to the best of my knowledge.

Applicant's signature: _____ **Date:** _____, 2023

Parent/Guardian signature: _____ **Date:** _____, 2023
 (If applicant is not at least 18 years old)



Frequently Asked Questions (FAQs)

Criteria Questions

Q: If I do not have any job experience do I have to submit a resume?

A: Yes, there are other forms of resumes that can be completed for students that will highlight other areas outside of your work experience. You can also include non-paid, volunteer work experience.

Q: Where can I get assistance with completing my application?

A: After you go through the FAQs and the information on the <http://mysofcc.spiritoffaith.org/> website, please email specific questions to scholarship@sofcc.org. Include full name, phone number, service attended, and the scholarship you are applying for. There is a 72 hour turnaround time.

Q: How important is the essay?

A: The essay is an important component of your completed application, as is every section.

Q: Is there a minimum GPA for being eligible to receive a scholarship?

A: Although there is not a minimum GPA needed to receive a scholarship, your current GPA does play a part in compiling your total score.

Q: How can I determine which scholarship I should apply for?

A: Each scholarship has different requirements. See below for specific scholarship requirements:

1. Specialist Tocarra Green Award:

- For recent high school graduates entering a two or four year college/university.*
- Must include acceptance letter from your chosen school.
- Must be a partner for 6 months.

2. Most Improved (MI) High School:

- For graduating high school seniors who are entering their first year of college.
- Must include acceptance letter from your chosen school.
- Must show evidence of improvement in overall grades/GPA.
- Must be a partner for 6 months.

Submitting Questions

Q: What is the deadline?

A: **Application packets must be emailed by Friday, June 23rd, 2023, 11:59 PM EST. APPLICATIONS RECEIVED AFTER THIS DATE AND TIME WILL NOT BE CONSIDERED.**

* **Anywhere on this application that it states college or university, this also includes trade and technical schools/institutes**



Q: Can I hand deliver or email my application if I am too close to the deadline to mail it?

A: No, all applications must be emailed to scholarship@sofcc.org

Q. In what format do I submit my application?

A. The application should be submitted in one PDF. Your local Fed-Ex Kinkos, Staples or other office support store can assist in getting all required documents into a pdf document for you.

Q: Is there a contact e-mail or number if I have additional questions?

A: Yes, please forward all additional questions and concerns to the following email address: scholarship@sofcc.org. Include full name, phone number, service attended, and the scholarship you are applying. There is a 72 hour turnaround time. Please DO NOT call the church for questions regarding the scholarship application process, as none of the committee members are employees of SOFCC. Sending an email will be the most efficient and effective way to receive a comprehensive answer to your inquiry.

Q: Where can I obtain another application?

A: Applications will be available to download on-line. But you still have to print the application and email it in. Visit <http://mysofcc.spiritoffaith.org/>, log into your account and locate the **2023-2024 Scholarship Event**.

Q: What do I do if I am transferring to/ from another school, and I do not have all of the requested documents?

A: Prepare early! We will handle this issue on an individual basis. Please send an e-mail to scholarship@sofcc.org explaining the circumstance and a scholarship representative will contact you.

Q: Can I apply for more than one scholarship?

A: No, you can only apply for one.

Q: Will I receive confirmation that my application was received?

A: Yes, we will send an email reply once we receive the application.

Q: When will I be notified that I have been awarded a scholarship?

A: Scholarship recipients will not be notified prior to the day that announcements are made in church during the scholarship award ceremony. The award ceremony will be held on a Sunday, this August; details to follow in church announcements.

Grade/Transcript Questions



Q: What do I do if I failed a course?

A: If you have failed a course, you are still expected to submit a transcript with your current grades and upcoming class workload.

Q: What can I do if my transcripts aren't prepared by the deadline date?

A: Prepare early! Request an official transcript from each school prior to the closing of school. In addition, please send an e-mail to scholarship@sofcc.org to fully explain the circumstance. Although there may be an explanation, this does not guarantee the applicant will be eligible to apply without the required documentation.

Eligibility Questions

Q: How long must I be a partner to be considered for the scholarship?

A: All applicants, regardless of which award you are applying for must be a partner of SOFCC for at least six months.

Q: Can I apply again this year if I was awarded a scholarship last year?

A: Yes, you are eligible to apply this year.

Q: Should I still apply even if I don't meet all the requirements?

A: No, you must meet all the requirements for the specific scholarship of choice before being considered.

Q: If I'm not a tithing partner of Spirit of Faith, should I still apply?

A: No. Only tithing partners are eligible to receive scholarship funds.

Recommendation Letter Questions

Q: For the Recommendation Letter, what if I belong to more than one Ministry of Helps or Vision Assist Team, what Director should write the recommendation letter?

A: Your choice but choose only 1 person.

Q: Do I complete the MOH evaluation if I am out of state college student? If not, who is eligible to complete the recommendation on my behalf?

A: All components of the application must be completed, unless otherwise stated. The MOH Director fills out the evaluation form for students that are local to a SOFCC location. If you are an out of state



college student the second recommendation form should be completed by a professor, school administrator, internship supervisor, school or guidance counselor.

Church Extracurricular Verification Form Questions

Q: For the Church Extracurricular Verification Form, does everyone have to fill this out?

A: No, this is ONLY for those applicants that have indicated on their application (page 8) that they participated in either Kingdom Executives, Queens in Transition, or Young Gents programs.

Q: What if I do not participate in Kingdom Executives, Queens in Transition, or Young Gents?

A: That is okay. This is only to verify the attendance of those that have indicated they participated and graduated from these programs.

Q: Is it mandatory to participate in Kingdom Executives, Queens in Transition, or Young Gents to be awarded a scholarship?

A: No, it is not mandatory to participate in these programs.

S.W.A.T Verification

Q: For the S.W.A.T. Verification Form, does everyone have to fill this out?

A: No, this is ONLY for those applicants that have indicated on their application (page 9) that they participated in S.W.A.T.

Q: What if I do not participate in S.W.A.T.?

A: That is okay. This is only to verify the attendance of those that have indicated they consistently participate in S.W.A.T.

Q: Is it mandatory to participate in S.W.A.T. to be awarded a scholarship?

A: No, it is not mandatory to participate in S.W.A.T.