

**SCHOLARSHIP GUIDELINES &
APPLICATION FORM
FOR PREVIOUS KITCH SCHOLARS**

All information received will be held in strict confidence.

APPLICATION DEADLINE

- Mail completed application postmarked no later than **deadline**.
The Kitch Foundation, 725 Glencove Avenue, Glen Head, NY 11545.

ELIGIBILITY REQUIREMENTS

- Persons enrolled at an accredited 4-year college or university. Scholarships must be used for programs at four-year colleges and universities.
- All applicants are required to include a transcript of all course work for last completed academic year, including current GPA.

QUESTIONS? Contact Dr. Gabrielle Platz, Ph.D., Committee Chair,
gplatz@thekitchfoundation.org.

APPLICATION PROCEDURES CHECK LIST

- Read through the entire Scholarship Guidelines & Application information packet.
- Complete the Cover Page.
- Complete the Data Sheet.
- Attach transcripts for last completed academic year.
- Complete Essay
- Complete Activities /Experiences
- Attach optional letters of recommendations. To be completed by people, who are not family members
- The application can be typewritten or completed online, but it **must be printed out, signed and mailed to The Kitch Foundation**. Application can be downloaded at www.thekitchfoundation.org.

THE KITCH FOUNDATION CONFLICT OF INTEREST STATEMENT

The Kitch Foundation does not discriminate on the basis of gender, race, economic status, ethnic background, sexual orientation, age, physical ability, or cultural and religious backgrounds.

The Kitch Foundation's scholarship selection process is designed to avoid instances where potential conflicts of interests may arise or situations where undue influence could be employed for the advantage of any applicant. All scholarship applications are screened and reviewed by a panel of volunteers who verify that they do not have any possible Conflict of Interest with the applicant pool. Applications are scored on four elements: completeness of the application, grade point average, the written essay, and letters of recommendation. The members of the Scholarship Review Committee remain anonymous for the purpose of insulating them from any influences from the applicant, the applicant's family or friends, or the community. Each member of the committee reviews the applications separately, and not in a group. The results of the review process are not shared with the board until all applications have been reviewed. The Kitch Foundation Scholarship Chair makes the initial assignment of applicants to available scholarships based upon ratings received from the Scholarship Committee and the specific scholarship requirements. The Scholarship Chair then presents their recommendation to the board for vote of approval. The recommendations are presented by assigned designator (number) rather than by applicant name to further protect the selection process. Any board member who may have a potential conflict of interest with any applicant is required to announce that conflict of interest and excuse themselves from the discussion and vote. Each applicant is notified in writing whether they will or will not be awarded a scholarship. The Scholarship Chair is available for questions on the status of an application.

APPLICATION FORM – Cover Page
All Applicants Must Complete

Name: _____

Full Address: _____

Home Phone: _____

Cell Phone: _____

E-Mail Address: _____

Terms of Agreement:

The Kitch Foundation fully reserves the right to cancel scholarships for any reason, including lack of funding or lack of applicants deemed sufficiently qualified by The Kitch Foundation; the right to reduce the amount of scholarships; the right to add new scholarships and award them to persons who applied for other scholarships; and otherwise reserves the right to make any modifications, cancellations, revisions, or additions to its published scholarship program as it deems advisable, in its sole discretion. The Kitch Foundation is not bound to any particular scholarship for any particular purpose until it actually awards that scholarship in writing sent to the recipient.

I certify that I have read the above paragraph and that the information presented in this application is true.

Signature _____ Date _____

Printed Name _____

APPLICATION FORM – Data Sheet
All Applicants Must Complete

List the educational institution(s) you have attended

List your major and/or proposed field of study.

**Other than Financial Aid, have you been awarded any financial/scholarship award for the academic year?
If yes, list them below and list the dollar amount of each award.**

What is your current cumulative GPA?

How many college credits have you earned to date?

When is your expected graduation month and year?

APPLICATION FORM — TRANSCRIPTS

All Applicants Must Complete

Attach college transcript, including GPA for the last completed academic year.

APPLICATION FORM — ESSAY

All Applicants Must Complete

Please, write and attach a typewritten personal statement essay of 250 words minimum to 500 words maximum. This essay should reflect what your plans would be for the next year if you receive the Kitch Scholarship. An excellent personal statement will distinguish you from the other candidates with similar academic qualifications.

Please note, the subject you select and how well you communicate your ideas should demonstrate the depth of your maturity.

APPLICATION FORM ---ACTIVIES AND EXPERIANCE

Please, list some of your personal interests, activities and/or experiences;especially those that have taken place or grown within the last year.

Note: these questions are optional.

Describe your activities: sports, clubs, school paper, or any other.

List hobbies and/or other personal interests.

Tell us about any paid employment or volunteer work.

Tell us about an experiance that has impacted your life.

APPLICATION FROM --- RECOMMENDATIONS

Make copies of the attached **Confidential Letter of Recommendation** and distribute to individuals who consider you deserving of a scholarship. This part of the application is optional but additional recommendation letters could help distinguish you from the other candidates with similar academic qualifications. Please, do not ask any person(s) who have written letters of recommendation on your behalf in the past. Choose a variety of people who are currently in your life, your employers and your educators. It is your responsibility to confirm that these letters are mailed. It is best if you provide these individuals with a pre-addressed, pre-paid return envelope.

Sealed Letters of Recommendations can be included in application packet or can be mailed directly to:

The Kitch foundation
725 Glencove Avenue
Glen Head, NY 11545

Must be postmarked by deadline

Note: Do not use family members.

List the names, email addresses and phone numbers of any individual(s) you have chosen to write a letter of recommendation

1. _____

2. _____

3. _____

CONFIDENTIAL LETTER OF RECOMMENDATION

Name of Scholarship Applicant _____

This student is applying for a scholarship from The Kitch Foundation. Your evaluation and comments about this applicant will be helpful in the selection process. This recommendation will be held confidential.

Note: Below is a list of attributes we particularly hold in high regard. Please, comment on as many of them as possible in your recommendation letter.

- Intellectual Ability
- Extracurricular
- Accomplishment
- Ethics
- Relationship with Peers
- Creativity
- Independence/Initiative
- Potential for Growth
- Judgment & Maturity

The length of time you have known this applicant _____

Your relationship to this applicant _____

Telephone Number _____

Email Address _____

Print Name _____

Signature _____

Mail to The Kitch Foundation or return to student in *sealed envelope*.

**THE KITCH FOUNDATION
725 Glencove Avenue, Glen Head, NY 11545**

SCHOLARSHIP CHAIR- Dr. Gabrielle Platz Ph.D.: (646) 825-0848