



Instructions and Application
for the
WEASC Capital District Scholarship
2023

WEASC CAPITAL DISTRICT SCHOLARSHIP

INSTRUCTIONS TO APPLICANT

PURPOSE The Water Environment Association of South Carolina (WEASC) is the premiere organization dedicated to the preservation and enhancement of the water environment in the state. The WEASC Capital District Scholarship Program is an integral part of the WEASC mission to provide, support, and encourage environmental education. This District Scholarship Program will be administered directly by the Capital District and will provide financial assistance to an active Capital District member or an immediate family member of an active Capital District member who is pursuing a degree with an environmental emphasis at an institution of higher learning.

ELIGIBILITY All applicants must meet the following criteria:

1. Applicants must be an active Capital District Member in good standing or an immediate family member of an active Capital District member who is in good standing. *Immediate family member* is defined as - a WEASC Capital District member's spouse or registered domestic partner, child or step child, or grandchild/step-grandchild; or a current spouse's or registered domestic partner's child or step child, or grandchild/step-grandchild.
2. Applicants must not be a current WEASC Officer, WEASC Capital District Officer, WEASC Scholarship Committee member, WEASC Capital District Scholarship Committee member, WEASC Staff, or an immediate family member of any of these.
3. The applicant must be a full-time student or part-time student with a minimum course load of six (6) hours at an accredited institution of higher learning.
4. The applicant must be enrolled in a credit certificate, diploma or degree program with an environmental emphasis.
5. The applicant must have a current grade point average of 3.0 or higher on a 4.0 scale at an accredited institution of higher learning. Eligibility requires the applicant, at the time of applying for the scholarship, to have: 1) obtained a high school diploma or equivalent, and 2) completed, or be in the process of completing, the first year of post-secondary studies at an accredited institution of higher learning. Dual enrollment in high school and a post-secondary school does not satisfy this requirement.

FINANCIAL

1. Each scholarship awarded will be in the amount of \$2,500. Any scholarships fully funded through direct donations to the scholarship fund by a single individual or single entity during a calendar year are eligible for naming rights by that individual or entity.
2. The minimum number of scholarships that will be awarded is one annually, but additional scholarships could be awarded each year, depending on the amount of money raised for the District Scholarship Program by the advertisement date for the scholarship.
3. Each scholarship will be awarded in the form of a check made payable directly to the school attended by the student. Proof of enrollment for the fall semester must be provided, prior to payment, in order to confirm the student is enrolled in at least six (6) credit hours. The proof of enrollment must be an official document from the school, such as an official invoice or other record from the Registrar's Office.

TIME ALLOCATED FOR THE SCHOLARSHIP The scholarship money will be issued to the school once the recipients have been selected. All money should be disbursed to the schools as soon as possible, but no later than August 1, unless other arrangements are made with the Capital District Scholarship Committee.

APPLICATION PACKAGE INSTRUCTIONS To apply for the WEASC Capital District Scholarship, the following information **must be received no later than April 1:**

1. A fully completed Capital District Scholarship **Application Form** is required.
2. An **official transcript** from the school the applicant is attending is required.
3. An **essay** describing your educational and career goals is required. Also include your reason(s) for applying for the scholarship. Essays must not exceed one single spaced page, printed on one side only with a minimum font size of 10.
4. Submit documentation describing the applicant's involvement in **Leadership/Extracurricular activities** in the school and/or community. Only activities in the past 12 months that are engaged concurrently with school enrollment and listed in the application form with the documentation required will be considered. Applicants will receive points for all summer, part-time, and full-time employment. Examples of acceptable documentation for activities include a copy of a membership card/certificate or an email/letter from a supervisor or leader, as applicable. The submitted documentation must identify the role of the applicant in order to receive additional points for leadership with an activity.
5. A **Letter of Recommendation** from a teacher or administrator at the applicant's school that is on **school** letterhead is required.
6. A **Letter of Recommendation** based on **character** from anyone other than a family member is required (this must be separate from the school's recommendation required above).
7. Documentation is required that provides verification that the applicant qualifies for **needs-based financial assistance**, if applicable and the applicant chooses to have this considered in the grading. The documentation must show that the applicant qualifies for and/or received federal financial aid through a Pell Grant, Subsidized Loan, Federal Supplemental Educational Opportunity Grant, Perkins Loan, or Federal Work-Study Program.

SUBMITTAL INSTRUCTIONS The information outlined above must be submitted as one complete package, with the exception that references and transcripts can be sent separately, if desired, by email only. The applicant is responsible for ensuring emailed items are received by the application deadline. Except as noted, partial submittals will not be accepted. The information outlined above for inclusion in the Application Package **must be submitted in one of the following methods and must be received no later than April 1 :**

Email To (*Preferred Method*): Betsy Catchings, bcatchings@caycesc.gov
WEASC Capital District Scholarship Committee Chair

Mail or Hand Deliver To: WEASC
Attn: Capital District Scholarship Committee
121 Executive Center Drive, Suite 115
Columbia, SC 29210

Note: It is the applicant's responsibility to verify receipt of the application package.

GRADING PROCEDURES

1. Applications will be received by the Capital District Scholarship Committee and checked for completeness. Any application not complete or received after the deadline will be returned to the applicant and not considered for a scholarship.
2. All complete applications received by the Capital District Scholarship Committee will be reviewed and graded in accordance with the published criteria. In the event of a tie, the WEASC Scholarship Committee will develop a tie-breaker system and identify the recipient of the scholarship.
3. The Capital District will recognize the applicant with the highest point total as the recipient of the scholarship and provide the funds for the scholarship. If multiple scholarships are awarded, the number of applicants corresponding to the number of scholarships to be awarded with the highest point totals will be the recipients of the scholarships. Any named scholarships will be awarded first.
4. If there are no applicants who fully meet the criteria for the scholarship, a scholarship shall not be awarded, and the funds shall be retained in the scholarship account until the next scholarship cycle.



Capital District Scholarship Application Form

Water Environment Association of South Carolina

DEADLINE: Applications must be received by April 1, 2023

1. Applicant's Name: _____
Last First Middle Initial
2. Permanent Address: *Street* _____
City, State, Zip _____
3. Address While In School (if different): *Street* _____
City, State, Zip _____
4. Email Address: _____ Phone Number: _____
5. College or University Where Enrolled: _____
6. College/University Address: _____
7. Major: _____
8. Number of Credit Hours Planned (for academic year): ___ Fall ___ Spring
9. Anticipated Graduation Date for Current Degree (Month/Year): _____
10. Current Grade Point Average (on a 4.0 scale): _____
11. Select one of the following:
 - My official transcript is included with the application package, or
 - My official transcript will be emailed to bcatchings@caycesc.gov
12. What is your relationship with the Water Environment Association of South Carolina's Capital District? (select one)
 - WEASC Capital District Member
 - Immediate family member of WEASC Capital District Member
Family Member Name _____ Relation _____
13. Include a one page essay as outlined and required in the Application Package Instructions.

17. Provide the following information:

Name of Teacher/Administrator Providing Reference _____

(select one) Reference is included Or *Reference is being emailed

*Provide the email address of the reference: _____

18. Provide the following information:

Name of Character Reference _____

(select one) Reference is included Or *Reference is being emailed

*Provide the email address of the reference: _____

19. Select one of the following:

I do not want needs-based financial assistance considered in the grading, or this item is not applicable

I wish for needs-based financial assistance to be considered in the grading and I have attached the following documentation to verify that I qualify for and/or received federal financial aid: _____

20. I certify the information provided in this application is true and accurate to the best of my knowledge and I understand submitting false information may result in disqualification from this scholarship.

Signature of Applicant

Printed Name

Date

WEASC Capital District Scholarship Grading Criteria

<u>Grading Criteria</u>		<u>Maximum Points Possible</u>
1	Applicant is currently employed full-time in the environmental field and/or holds a current operator's license issued for the State of South Carolina (Trainees, internships, co-ops, part-time work, etc. do not qualify)	10
2	Applicant, in the fall, will be enrolled in at least his/her third semester (<u>after</u> receiving a high school diploma or equivalent) at a two-year or four-year post secondary educational institution located within the State of South Carolina	10
3	Applicant qualifies for needs-based financial assistance (student to provide documentation as outlined and required in the application instructions)	10
4	Involvement in Leadership/Extracurricular activities in school/community (student to provide documentation of this as outlined in the application instructions and points are only given for activities concurrent with school enrollment)	10
5	Letter of Recommendation from school teacher/administrator on school letterhead	10
6	Letter of Recommendation based on character reference from anyone other than a family member (must be a separate letter from the school recommendation)	10
7	Narrative - A one-page essay describing the applicant's educational and career goals. It must also include the reason(s) for applying for this scholarship.	10
8	Grades (sliding scale) - Applicant to provide a transcript	20
9	Number of years the applicant or applicant's immediate family member has been a WEASC Capital District Member	10
Total Maximum Points		100

POINT SYSTEM

Grading Criteria 1-3

10 Points	If answer is "yes"
0 Points	If answer is "no"

Grading Criterion 4

2 Points	Number of Points Per Activity
1 Point	Number of Points to Add Per Leadership Role
10 Points	Number of Points if Employed Full-time During School
6 Points	Number of Points if Employed Part-time During School or for Semester-long Co-Op
3 Points	Number of Points for Summer Work or Internships

Note: Points earned for this question are cumulative, up to a maximum of 10 points.

Grading Criteria 5-7

0-10 Points	Rated on a scale of 0-10, with 10 being the highest
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Grading Criterion 8

20 Points	Grade Point Average of 4.0 on a 4.0 scale
19 Points	Grade Point Average of 3.9 - 3.99 on a 4.0 scale
18 Points	Grade Point Average of 3.8 - 3.89 on a 4.0 scale
17 Points	Grade Point Average of 3.7 - 3.79 on a 4.0 scale
16 Points	Grade Point Average of 3.6 - 3.69 on a 4.0 scale
15 Points	Grade Point Average of 3.5 - 3.59 on a 4.0 scale
14 Points	Grade Point Average of 3.4 - 3.49 on a 4.0 scale
13 Points	Grade Point Average of 3.3 - 3.39 on a 4.0 scale
12 Points	Grade Point Average of 3.2 - 3.29 on a 4.0 scale
11 Points	Grade Point Average of 3.1 - 3.19 on a 4.0 scale
10 Points	Grade Point Average of 3.0 - 3.09 on a 4.0 scale
0 Points	Grade Point Average of less than 3.0 on a 4.0 scale (Does not qualify for the scholarship)

Grading Criterion 9

10 Points	>5 Years
5 Points	1-4 Years
0 Points	Less than 1 Year