



RALPH M. KNIGHT CHEMISTRY AND ENGINEERING SCHOLARSHIP

2012 Application and Instructions

History and Purpose:

The Ralph M. Knight Chemistry and Engineering Scholarship was established in 2010 by Mrs. Nancy Knight in memory of her husband Ralph, who was a chemical engineer. The Knight family wishes to honor his legacy and help someone else contribute to society as he did. The intent of the award is for freshman-year tuition assistance at a 4-year college or university in the United States for a student majoring in Chemistry, Chemical Engineering, Manufacturing Engineering, Materials & Science Engineering, Mechanical Engineering, Solar Energy Engineering or Structural Engineering.

Value and Eligibility:

The Ralph M. Knight Chemistry and Engineering Scholarship is a \$5,000 award toward freshman-year tuition at a 4-year college or university in the United States for students declaring one of the specified majors. Initial scholarship awards are not based on financial need or high school grade point average. The scholarship will be paid directly to the college/university.

Scholarships may be renewable, subject to available funding, provided that the recipient maintains a grade point average of 3.0 for the preceding college-level year and remains in good standing with the educational institution. Verification and additional information may be required.

Awards are granted without regard to race, color, creed, disability or national origin.

❖ Eligibility Requirements:

- Must be a full-time senior attending a Catholic high school within the Diocese of Phoenix at time of application, and planning to enter a bachelor's degree program in the fall directly after graduation from one of the following high schools:
 - Bourgade Catholic High School
 - Brophy College Preparatory
 - Notre Dame Preparatory
 - Seton College Preparatory High School
 - St. Mary's High School
 - Xavier College Preparatory

NOTE: home-schooled students are not eligible for this scholarship



Upon applying to a 4-year college or university, must declare a major in:

- Chemistry
 - Chemical Engineering
 - Manufacturing Engineering
 - Materials & Science Engineering
 - Mechanical Engineering
 - Solar Energy Engineering, and/or
 - Structural Engineering
- Must be a practicing Catholic registered at a parish within the Diocese of Phoenix
 - Must submit a complete scholarship application package by the deadline date
 - Must be a U.S. Citizen or Permanent Resident

Application Procedure:

Scholarship applications and instructions are available at your school, online at www.ccfphx.org under “Grants & Scholarships”, then “Special Interest Scholarships”, or by contacting the Catholic Community Foundation at 602-354-2407.

To apply for the Ralph M. Knight Chemistry and Engineering Scholarship, all applicants must complete the following steps:

1. **Application:** Complete the Student Application form, indicating your declared major and college preferences.
2. **Declaration:** Complete the Declaration of Applicant and Photo Release form; student and, if student is under 18 years of age, parent/guardian must sign and date in ink.
3. **Prepare an Essay:**
 - **Type** a double-spaced essay of **no more than 500 words** explaining why you have selected the field of study stated in your application and how you hope to positively influence change with your work. You may also want to include notable accomplishments and/or compelling reasons you feel you should receive the award. Close attention should be paid to grammar and spelling.
 - Be sure to include your name on all pages of your essay.
4. **References:** Submit two letters of reference with your application packet. Letters may not be from family members. Suggestions for reference writers are current or previous teachers, principals, pastors, nuns, family friends, neighbors, employers, coaches, troop leaders, or community service supervisors.
 - You may use the Request for Reference Letter form in this application packet to assist you with requesting the letters of reference.



- Each letter should be returned to you in a sealed envelope from the author. If the letter is not in a sealed envelope, please request that the writer place it in a sealed envelope before returning it to you.
- All letters must be originals; copies will not be accepted.
- Submit the two letters of reference with your completed application packet. Do not mail them separately.

5. Mail complete application packet postmarked by March 15, 2012 to:

Ralph M. Knight Chemistry and Engineering Scholarship
Catholic Community Foundation
400 E Monroe Street
Phoenix, AZ 85004

Selection and Award Process:

All applicants who meet eligibility requirements and submit a complete application by the deadline will be considered for the scholarship by the Catholic Community Foundation's volunteer Scholarship Committee. One scholarship recipient will be selected each year after a careful evaluation of each applicant's submission.

The recipient will be notified of scholarship award status no later than April 30. If possible, formal presentation of the scholarship award will be made to the recipient by Mrs. Knight or her representative at the recipient's high school senior awards ceremony.

Awarding of funds is contingent upon recipient's matriculation at a 4-year college or university in the United States with a major in Chemistry, Chemical Engineering, Manufacturing Engineering, Materials & Science Engineering, Mechanical Engineering, Solar Energy Engineering or Structural Engineering. Verification of your declaration of one of the restricted majors will be required before funds are released to the college or university.

Deadline:

Completed application packets, including all required documents (Student Application, Declaration of Applicant, Essay, and two sealed Reference Letters) must be delivered to the Catholic Community Foundation or postmarked **no later than March 15, 2012**. **There are no extensions or exceptions.**

Applicant may confirm receipt of application packet by contacting:
Catholic Community Foundation
602-354-2407
info@ccfphx.org



Incomplete or late application packets will not be accepted. Submitted materials will not be returned.

APPLICATION PACKET CHECKLIST:

- Scholarship Application, neatly printed or typed
- Declaration of Applicant and Photo Release, dated and signed in ink by student and, if student is under 18 years of age, also signed by parent/guardian
- Essay, no more than 500 words, typed and double-spaced, with your name included on all pages, not stapled
- 2 Reference Letters, in sealed envelopes

Please note:

- Incomplete or late application packets will not be accepted.
- Applications should be neat and legible; photocopies should be clear and clean.
- Do **NOT** put papers into plastic sleeves or staple pages together.
- Include your name on every sheet of paper submitted.
- Submitted materials will not be returned.

Disclaimer – Only information provided on your application, in your essay, and in reference letters will be used to determine your eligibility and award status. If any information changes after your application has been submitted, such as your choice of major or contact information, it is your responsibility to notify the Catholic Community Foundation.



**RALPH M. KNIGHT
CHEMISTRY AND ENGINEERING SCHOLARSHIP**

Scholarship Application

Student Name: Mr. Miss _____
(as you would like it publicized / announced)

Father's Name: _____ **Mother's Name:** _____

Address: _____ **City:** _____

State: _____ **Zip Code:** _____ **Date of Birth:** _____

Home Phone: _____ **Alt/Cell Phone:** _____

E-Mail Address: _____
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Alternate E-Mail Address: _____

Current Parish: _____ **How long:** _____

Current School: _____ **How long:** _____

Previous School(s): _____

1st Choice - College/University: _____

Address: _____

Tuition Office Phone: _____ **Scholarship Office Phone:** _____

Major: _____ **Major Declared:** No Yes

Tuition for 1 Year: \$ _____ **Application Date:** _____ **Date of Acceptance:** _____

2nd Choice - College/University: _____

Address: _____

Tuition Office Phone: _____ **Scholarship Office Phone:** _____

Major: _____ **Major Declared:** No Yes

Tuition for 1 Year: \$ _____ **Application Date:** _____ **Date of Acceptance:** _____

Intended Career Path: _____

Other Sources of Tuition Assistance: _____

For Office Use Only

App. Received Date:	Date Major Verified:	By College Rep:
Complete?		By CCF Rep:



Declaration of Applicant and Photo Release

I HAVE READ AND UNDERSTAND THE INSTRUCTIONS AND DECLARE THAT ALL INFORMATION PROVIDED IS TRUE AND COMPLETE.

I UNDERSTAND AND AGREE THAT:

- 1) My personal information pertaining to my current admission status and future admission status may be exchanged by and between the Catholic Community Foundation, the schools of the Diocese of Phoenix, the scholarship sponsor and my indicated choices for college/university, and;
- 2) My personal information may be released and exchanged by and between the Catholic Community Foundation and any entity requiring it to verify the information I have provided, for use in research and analysis, and for program evaluation.

The undersigned applicant and, if applicant is under 18 years of age, parent or legal guardian of applicant:

- Hereby grant permission to the Catholic Community Foundation and its agents or employees to use photographs, videos, interviews, and/or voice recordings taken of me for any and all Foundation promotional and informational materials such as brochures, newsletters, advertisements, magazines, and websites and to use such in electronic versions of the same publications and/or other electronic forms of media, without further notification to or consent from me.
- Authorize the use of my name, as well as my likeness and voice, with or without my name. This consent is given without expectation of compensation to me, and with the understanding that all photographs, videos, and recordings shall become the property of the Catholic Community Foundation. Applicant and Parent or Legal Guardian waive any right to inspect or approve the finished product.

I authorize the Catholic Community Foundation, the Catholic Sun, and the Diocese of Phoenix to release my name, application information, and photos/videos.

Signature of Applicant (in ink)

Signature of Parent/Guardian (in ink)

Printed Name of Applicant

Printed Name of Parent/Guardian

Date

Date



Request for Reference Letter

(Applicant – you may use this form to request a letter of reference.)

Dear _____,

I am applying for the Catholic Community Foundation's Ralph M. Knight Chemistry and Engineering Scholarship. This annual \$5,000 scholarship is awarded to a student declaring a college major in Chemistry, Chemical Engineering, Manufacturing Engineering, Materials & Science Engineering, Mechanical Engineering, Solar Energy Engineering or Structural Engineering. The award would apply toward my freshman year tuition at the college or university of my choice.

Would you please take a moment to compose a typed, one or two page letter of reference for me?

In your letter, please include the following:

- the capacity in which you know me (i.e., current or previous teacher or family friend) and for how long
- my interest in one of the listed chemistry / engineering fields, and continuing my education at the college level, if known
- accomplishments or accolades, if known
- my worthiness for this scholarship
- any comments which you feel would be helpful to the awards committee
- your contact information

Please return your letter of recommendation to me in a **sealed** envelope with my name on the front, for inclusion in my final application packet.

If you have any questions or comments, please contact the Catholic Community Foundation at 602-354-2407 or info@ccfphx.org.

I am most grateful for your assistance.

Student Phone: _____

Student Address: _____

Student Signature

Date