



# HURLBURT SPOUSES' CLUB

## TECHNICAL CERTIFICATION/COLLEGIATE SCHOLARSHIP

**The Hurlburt Spouses' Club is pleased to offer scholarships to dependents of Hurlburt Field.**

**You are eligible to apply if you meet the following criteria:**

- ☒ **Will attend an accredited college institution in the Fall 2023 semester.**
- ☒ **A dependent of a current HSC member OR Hurlburt Field military member <sup>1,2</sup> (see eligibility requirements below).**
- ☒ **Have a GPA of 3.0 or higher (on a 4.0 scale)**

**Deadline: Friday, March 10, 2023**

### Additional Information

**ELIGIBILITY. The applicant must meet ALL the following requirements:**

1. The applicant must be a dependent of a Hurlburt Field military member. This includes:
  - a. Active duty personnel stationed at Hurlburt Field
  - b. Retired military personnel\*
  - c. Deceased military personnel\*
  - d. A military member reassigned (out of the area) from Hurlburt Field, but the applicant remained behind to graduate high school.
  - e. A military member currently on an unaccompanied tour from Hurlburt Field\*
  - f. A military member stationed at Hurlburt Field but the applicant resides elsewhere
  - g. Reservist or National Guard who is a full-time member stationed at Hurlburt Field
- \*If the military member is retired, deceased or remote/unaccompanied, the member's last duty station must have been Hurlburt Field unless the applicant is a dependent of a current Hurlburt Spouses' Club member AND
2. The applicant must have a valid military identification card.
3. As of May 31, 2023, applicants must be at least 17 years old, and not older than 23 years old.
4. Applicants for academic awards must have a minimum cumulative 3.0 GPA based on a 4.0 scale.
5. The applicant cannot be a family member of the HSC Scholarship Committee nor any of the judges.

### LIMITATIONS

1. This scholarship may be used ONLY for payment of tuition, room, board, books, or other fees PAID THROUGH THE FINANCE/BURSAR'S OFFICE of an accredited school of the student's choice. Accreditation must be recognized through CHEA, HLC, or another authorized accrediting body recognized by the US Department of Education.
2. Students receiving a Spouses' Club scholarship from any other base will be ineligible for the scholarship.
3. It is the applicant's responsibility to let the HSC know if they become ineligible for the scholarship.

*The HSC is a private, nonprofit organization. It is not part of the DOD or any of its components and has no governmental status.*

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4. The winner shall not be awarded the actual scholarship until he/she is accepted at an accredited school and provides the HSC Scholarship Chairperson a verification of enrollment from the school. The Scholarship Chairperson will mail the scholarship award **DIRECTLY** to the school of choice.
5. Should a recipient transfer to another accredited school before using all available funds, remaining funds may be transferred by the original school to the new school of the student's choice. The HSC Scholarship Chairperson must be notified immediately.
6. Any student planning delayed school enrollment should notify the HSC Scholarship Chairperson immediately. All scholarship funds must be dispersed by **OCTOBER 1, 2023**. Money not deposited into the student's school of choice by that date will revert to the HSC Scholarship & Charitable Account.
7. Scholarship money reverting to the HSC for any reason will be returned to the HSC Scholarship & Charitable Account.
8. Please see our FAQ section. Email additional questions to [HSCscholarships@gmail.com](mailto:HSCscholarships@gmail.com).
9. Applicants may apply for only one HSC scholarship per year.
10. Funds are not applicable to summer terms.
11. Preference will not be shown to Hurlburt Spouses' Club members, or dependents.
12. Judges will not be affiliated with the HSC, and all personally identifiable information will be redacted before the applications are sent to the judging panel.
13. Eligible applicants will attend an accredited technical certification, associate, bachelor, master, specialist, or doctoral program full or part-time in the Fall of 2023.

### **SELECTION AND AWARD NOTIFICATION**

A panel of independent judges from the local community selects the scholarship recipients. The judges are not affiliated with the HSC, and do not have access to applicant identification until after recipients are selected. You will be contacted in mid April if you have been selected for a scholarship. If selected, an awards reception will be held in your honor in early May. Further details will be sent via email. Awards are granted without regard to the Hurlburt Field member's rank or applicant's race, gender, ethnicity, religion, or disability.

**APPLICATION MATERIALS.** This application is valid only when all of the pages listed below are completed:

- ☐ I. Personal Data & Statement of Understanding
- ☐ Ia. Proof of Eligibility. One of the following must be provided:
  - Active Duty Sponsor? A copy of orders OR the verification of eligibility form (see page 5). Please redact sponsor's SSN.
  - Sponsor on a remote tour? A copy of orders.
  - Retired or deceased sponsor? A copy of DD form 214. Please highlight the block that indicates sponsor retired from Hurlburt. For retired Reservist/Guard, retirement orders may be used in lieu of a DD 214.
- ☐ II. Education, Employment, Community/Volunteer Service, Clubs/Activities, Awards
- ☐ IIa. Official college transcript supporting all educational data and your cumulative GPA.
- ☐ III. Essay
- ☐ IV. Reference letter

### **DEADLINES/CONFIRMATION OF RECEIPT**

1. The application and all appropriate paperwork must be sent in via email by 11:59 pm CST on Friday, March 10, 2023.
2. **INCOMPLETE OR LATE APPLICATIONS WILL NOT BE CONSIDERED.**
3. You will receive a confirmation email verifying receipt of your application. If you have submitted your application, but not received verification by March 11, 2023, contact the Scholarship Chairperson immediately.
4. All materials submitted with the application become the property of the Scholarship Committee. Documents will not be released to applicants, nor will they be forwarded to other institutions or agencies. After selection, the application materials will be destroyed to ensure privacy is maintained

**Point of Contact:** **Jessica Edwards, HSC Scholarships**  
**PO Box 631**  
**Mary Esther, FL 32569**  
[HSCScholarships@gmail.com](mailto:HSCScholarships@gmail.com)

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### ***FREQUENTLY ASKED QUESTIONS***

- 1. Is this scholarship only for officers' dependents?**  
No, it is open to all military dependents, regardless of rank.
- 2. Do you have to live in the Hurlburt Field area to apply?**  
Not necessarily; the active duty sponsor must be assigned to perform active duty at Hurlburt Field AFB.
- 3. My parent is in the Army, Navy, Marines or Coast Guard. Am I eligible to apply?**  
Yes, this scholarship is open to dependents of military members assigned to Hurlburt Field, or retired from Hurlburt Field.
- 4. My step parent is in the Air Force and I've lived with him/her for 7 years. Can I apply?**  
Possibly. You are eligible if you are categorized as a dependent and have a military ID.
- 5. My parent works as a civilian on an Air Force Base. Can I apply?**  
No, you are not a military dependent.
- 6. My parent served in the USAF for 7 years and got out. Am I eligible?**  
No. Your parent is a proud USAF veteran, but you are no longer considered a dependent.
- 7. If I've previously won for another spouse club (eg: Eglin SC, AFOSC Washington DC) can I apply and win for Hurlburt SC?**  
Yes, you can, but not in the same year.
- 8. If I've previously won a scholarship from HSC can I apply again in a different category?**  
Yes, with the exception of the Turnaround Scholarship.
- 9. Can I apply for several different spouse club scholarships in the same year?**  
Absolutely. Although our rules state that you may only win one spouse club scholarship. If you win for two clubs in the same year, you'll have to accept one and decline the other.
- 10. Can the check be written out to any other person/agency/landlord?**  
No, the check will only be written to the University or institution.
- 11. Will you let me know if my application arrives?**  
Yes. You will be contacted via email within a reasonable time frame once your application has been received.
- 12. How do you notify the applicants?**  
Recipients will also be notified by email in mid-April.
- 13. I'm a spouse and a college student, which application do I use?**  
College applications are for USAF dependent children who are in college. Spouses are invited to fill out the spouse application forms.
- 14. Does my reference letter have to be in a sealed envelope?**  
No. Reference letters can be emailed to [HSCscholarships@gmail.com](mailto:HSCscholarships@gmail.com).
- 15. We are a dual active duty family. Can my spouse apply?**  
No, only non-military spouses may apply.

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**Part I: GENERAL INFORMATION**

*Please type or print clearly.*

<b>Name:</b>	<b>Date of Birth:</b>
<b>Mailing Address:</b>	<b>City, Zip Code:</b>
<b>Phone:</b>	<b>Email address:</b>
<b>Sponsor's Name:</b>	<b>Sponsor's DOD ID#:</b>
<b>Sponsor's Status (active, retired, deceased):</b>	<b>(If active duty) Sponsor's Base/Squadron &amp; Work Phone:</b>
<b>Total cost of one year of your program:</b>	<b>(If retired) Sponsor's last assignment:</b>

**STATEMENT OF UNDERSTANDING**

Should I accept a Hurlburt Spouses' Club (HSC) Scholarship Award, I understand and agree to the following conditions:

1. Scholarship funds are to be used within the 2023 - 2024 academic year for undergraduate studies. Funds shall be applied to tuition and/or associated university costs administered by an accredited college or university. These costs may include books, fees, room or board but may not be used for past or current penalties or disenrollment fees. The funds cannot be used for summer terms.
2. I will have until May 1, 2023 to email the scholarship chairperson of my acceptance of the award. In failing to do so, I will forfeit the award
3. I will submit via email the name and address of the bursar's office of the school I will attend for the 2023 - 2024 academic year with a copy of my school ID card (with ID number) and class schedule to the scholarship chairperson NLT October 1, 2023.
4. After receiving the notice of acceptance of the award letter and the requested documents, the scholarship check, along with a cover letter with the terms of the scholarship, will be mailed directly to the college or university.
5. If I accept a scholarship from another military officers'/enlisted spouses' organization, I will be ineligible for this HSC scholarship award.
6. It is my responsibility to notify the HSC Scholarship Committee of any change of status (e.g., change of schools, change in address, etc.). Failure to do so may result in the forfeiture of my scholarship award
7. Unclaimed funds as of October 1, 2023 will revert to the HSC Scholarship & Charity Fund.
8. I agree to the use of my name and picture concerning this award in local publications (area newspapers), and their websites, as well as HSC & Hurlburt Field publications & websites.
9. I understand that the HSC Scholarship Committee reserves the right to correspond with the selected school financial aid officer concerning the appropriate use of this award. Should questions or concerns arise, the Scholarship Committee reserves the right to withdraw unused funds until my standing is clarified to their satisfaction.

I agree that my signature on this form will authorize the HSC Scholarship Chair to release this application, including GPA, reference letters, essays and transcript(s) to the Scholarship Committee, as needed.

<b>Applicant's Signature:</b>	<b>Date:</b>
<b>Sponsor's Signature (if available):</b>	<b>Date:</b>

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***Part Ia: MEMORANDUM FOR RECORD***

*Complete in lieu of submitting military orders*

TO: Scholarship Chair, Hurlburt Spouses' Club

SUBJECT: Verification of Eligibility for HSC Scholarship in lieu of DD Form 214 or Military Orders

*Applicant, please fill out the portion below prior to submitting it for signature.*

<b><i>Applicant Name:</i></b>	<b><i>Applicant's DOB:</i></b>
<b><i>Sponsor's Name:</i></b>	<b><i>Sponsor's Squadron/Unit:</i></b>

This memorandum is to verify that the individual applying for the Hurlburt Spouses' Club *Spouse Scholarship* meets the two (2) criteria as listed below:

1. The applicant is a dependent of a **Hurlburt Field military member**. This includes:
  - a. Active duty personnel stationed at Hurlburt Field
  - b. Retired military personnel\*
  - c. Deceased military personnel\*
  - d. A military member reassigned (out of the area) from Hurlburt Field, but the applicant remained behind to graduate high school.
  - e. A military member currently on an unaccompanied tour from Hurlburt Field\*
  - f. A military member stationed at Hurlburt Field but the applicant resides elsewhere
  - g. Reservist or National Guard who is a full-time member stationed at Hurlburt Field

\*If retired, deceased, or remote/unaccompanied, please note the location of the member's last duty station:

\_\_\_\_\_

2. The applicant must have a valid military identification card.

Signature of Sponsor's Supervisor: \_\_\_\_\_

Printed Name of Supervisor: \_\_\_\_\_

Supervisor's Squadron/Unit: \_\_\_\_\_

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### *Part II: Awards, Leadership, Extracurriculars, Community Service & Employment*

EDUCATIONAL DATA			
College Currently Attending (Name, City, State)	Combined Cumulative GPA	Dates Attended From Mo/Yr - To Mo/Yr	

EMPLOYMENT DATA (During College) List most recent employment first.			
Job Description (Include Name, City, State as applicable)	Estimated Total Hours	Dates employed From Mo/Yr – To Mo/Yr	
<i>Ex) Pizza Hut Store #125, Tulsa, OK</i>	<i>300</i>	<i>6/2019</i>	<i>Present</i>

**COLLEGE ACTIVITIES** List activity & place the descriptive symbol in the appropriate year column  
**C**-Captain **P**-President **T**-Treasurer **M**-Member **O**- Please state position **CC**- Co-Captain **VP**-Vice-President **S**-Secretary

Activity	Fresh	Soph	Junior	Description of Activity
<i>Ex) Tri Delta Sorority</i>	<i>M</i>	<i>T</i>		<i>Social and philanthropic organization</i>
<i>Intramural sports</i>	<i>M</i>			<i>Kickball, softball, and volleyball</i>
<i>Young Republicans</i>	<i>M</i>			<i>Political group on campus</i>

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**COMMUNITY/VOLUNTEER SERVICE/CLUBS Fresh, Soph, Jr, college only.** List volunteer work with service, religious, and other community organizations and non-school athletics, clubs or activities. Verification of service may be required. List most recent service first. **Do not include HS activities.**

Please state position **C**-Captain **CC**- Co-Captain **VP**-Vice-President **S**-Secretary **P**-President **T**-Treasurer **M**-Member **O**-Other

Organization (Name, City, State)	Position/Title/Description	Estimated Total Hours	Dates volunteered From Mo/Yr – To Mo/Yr	
<i>Ex) Habitat for Humanity, Norman, OK</i>	<i>Built 10 homes</i>	<i>20</i>	<i>June 2019</i>	<i>August 2019</i>
		<b>TOTAL HRS:</b>		

**AWARDS/HONORS** Fresh, Soph and Junior years of college ONLY. Begin with the most recent.

[illegible]

## Part IIa: TRANSCRIPTS

*Request one (official) copy of your most recent transcript from your school/university registrar to be received no later than **Friday, March 10, 2023** at 11:59 p.m. CST. Please include Fall 2022 semester grades.*

- Via email (as a PDF from the school or university's Registrar's Office): **HSCscholarships@gmail.com**
- Via mail: (must be received by Friday, March 10, 2023)

**Jessica Edwards, HSC Scholarships**  
**PO Box 631**  
**Mary Esther, FL 32569**

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***Part III: ESSAY***

*Please respond to the following prompt in an essay no longer than 500 words (typed).*

*Your essay will be evaluated on clarity and organization of ideas, originality and creativity of content, and usage of standard English grammar and mechanics.*

**During your college experience thus far, tell me about your greatest success or setback? How did you overcome that setback or what contributed to your success?**



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***Part IV: REFERENCE LETTER***

*Please request a reference letter (no more than a page) from a person who can attest to your character and academic/work/community performance. This person can be a faculty or staff member from your college/university, a recent employer, or mentor. This letter may not be written by a family member.*

*Your referee may send his/her letter directly to:*

***HSCScholarships@gmail.com***