



Hurlburt Spouses' Club
Collegiate/Technical Certification Scholarship
2025-2026 Scholarship Application

General Information/Criteria

1. The Hurlburt Spouses' Club (HSC) is pleased to offer merit-based scholarships to eligible military dependents who are seeking a college degree or technical certification from an accredited college, university, or vocational/technical school for the upcoming academic school year.
2. An independent panel of judges not affiliated with the HSC will score and determine the scholarship recipients. Selection criteria include the following: academic achievement; standardized test scores; extracurricular activities (e.g. school and/or community athletics, volunteering, work experience, clubs, etc.); work history; citizenship; leadership roles; awards/honors, recommendation letter and a personal essay.
3. The applicant is responsible for gathering and submitting all necessary information and official documents.
4. Awards are granted without regard to sponsor's rank or applicant's race, gender, ethnicity, religion, disability or sexual orientation.
5. Applications must be received via mail or email no later than **15 March 2025**. Incomplete packets will be deemed ineligible. Please retain a copy of all documents; application packets will not be returned.
6. Applicants will be notified by email of the results in **April 2025**. A scholarship ceremony for those awarded scholarships will take place in **May 2025**.
7. Please email additional questions to HSCScholarships@gmail.com

Eligibility:

The applicant must currently meet all of the following eligibility requirements

1. Applicant must be a dependent of a Hurlburt Field military member*, which means you must meet one of the following dependency requirements:
 - Be a dependent of an active-duty U.S. Military member currently assigned to Hurlburt Field AFB.
 - Be a dependent of an active-duty U.S. Military member reassigned (out of the area) from Hurlburt, but the applicant remained behind to attend school.
 - Be a dependent of an active-duty U.S. Military member currently on an unaccompanied tour from Hurlburt Field AFB.
 - Be a dependent of an active-duty U.S. Military member stationed at Hurlburt Field AFB but the applicant resides elsewhere.
 - Be a dependent of a U.S. Reserve or National Guard member who is stationed at Hurlburt Field AFB.
 - Be a dependent of a retired or deceased U.S. Military member who resides in a 40-mile radius of Hurlburt Field or whose last duty station was Hurlburt Field.
 - ***Be a dependent of a member of the Hurlburt Spouses' Club (HSC) who is in good standing.**
2. Applicant, as of **May 31, 2025**, must be at least 17 years old and not older than 23 years old **and** enrolled full time or part time in an accredited college, university, or vocational/technical school for the upcoming academic school year.
3. Applicants must have a minimum cumulative 3.0 GPA based on a 4.0 scale.
4. The applicant must have a current, valid military identification card.

Limitations:

1. Scholarship funds are to be used during the **2025-2026** academic year for an accredited technical certification, associate, bachelor, master, specialist or doctoral program (full time or part time).
2. All funds received shall be applied to tuition and/or associated university fees/costs administered by an accredited college or university. These costs may include books, fees, room or board, but may not be used to cover fees from previous academic years, penalty fees, or disenrollment fees. **Funds will be paid directly through the finance/bursar's office of the accredited school of the student's choice.** Accreditation must be recognized by CHEA, HLC or another authorized body recognized by the US Department of Education.
3. Payment of scholarship awards will be made directly to the selected school. The recipient must provide the Scholarship Committee with the name and address of the school the recipient will attend, verification of enrollment and their Student ID number to the scholarship committee no later than **October 1, 2025** or the award will be considered unclaimed.
4. The scholarship award, when combined with other scholarships, must not exceed the cost of tuition, fees, books, and room and board for the academic year. Any remaining funds at the end of the school year must be returned to the HSC Scholarship & Charitable account.
5. Any applicant awarded an HSC Scholarship that intends to attend a fully paid military service academy or intends to use another fully paid scholarship, must notify the HSC Scholarship Committee. The HSC Scholarship will then be awarded to an alternate recipient or returned to the HSC Scholarship & Charitable account. In addition, if a student intends to use the full GI bill for this year, the scholarship committee will take that into consideration in awarding a scholarship. Applicant is responsible to notify the scholarship committee of any above considerations.
6. *Recipients who accept a scholarship from another military spouse club become ineligible for the HSC scholarship and must notify the HSC Scholarship Committee immediately and forfeit the award.* The HSC scholarship will, in turn, be awarded to an alternate scholarship recipient or returned to the HSC Scholarship & Charitable account.
7. Applicant may apply for only one type of HSC Scholarship per year. *(continued on page 2)*



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8. 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.
9. Any student planning delayed school enrollment should notify the HSC Scholarship Chairperson immediately. Money not deposited into the student's school of choice will revert to the HSC Scholarship & Charitable Account.
10. Funds are not applicable to summer terms.
11. HSC Scholarship Committee members or Scholarship judges and their dependents are *not* eligible to apply for this scholarship.
12. HSC members and their dependents are eligible to apply for this scholarship, but will not be shown preference.

Selection and Award Notification:

A panel of independent judges from the local community selects the scholarship recipients. Judges will not be affiliated with the HSC and all applicant's personally identifiable information will be redacted before the applications are sent to the judging panel. It is important that applicants provide all qualifying information in the application categories. Scholarships are awarded based on total points. You may attach additional copies of data sheets as necessary to gain maximum points. The application package is scored out of 100% as follows: Academic achievement or GPA (28%), Outside involvement & leadership (26%), Essay (28%), Reference letter (9%), and Overall Well-Rounded (9%). You will be contacted in early April if you have been selected for a scholarship. If selected, an awards ceremony 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 Instructions:

Applications may be typed or hand-written and may be mailed or submitted electronically via email. **Email is the preferred form of submission.** The application and all appropriate paperwork must be received by 11:59 pm CST on Friday, **March 15, 2025**. The HSC and members of the Scholarship Committee are not responsible for lost or misdirected mail. If you are mailing your application, you must send in plenty of time before the deadline as we must receive it by March 15th. You will receive a confirmation email verifying receipt of your application. If you have submitted your application, but not received verification by **March 16, 2025**, contact the Scholarship Chairperson immediately. 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. **INCOMPLETE OR LATE APPLICATIONS WILL NOT BE CONSIDERED.**

(PREFERRED) EMAIL TO: HSCScholarships@gmail.com

MAIL TO: HSC Scholarship Committee Chairperson
P.O. Box 631
Mary Esther, FL 32569

Application Materials: ALL MATERIALS MUST BE SUBMITTED TO BE CONSIDERED FOR SCHOLARSHIP.

This application becomes complete only when ALL the pages listed below are received.

- Personal Data Sheet (page 3 of the application)
- Proof of U.S. Military Dependency. One of the following must be provided:
 - Proof of DEERS enrollment (DD Form 1172), or
 - A copy of your sponsor's military orders or DD214 or
 - If you cannot submit paperwork above, provide a signed statement from military sponsor stating your eligibility based on meeting above eligibility criteria.
- Educational and Employment Data Sheet(s) (page 4 of the application)
- Volunteer Service and Community Club Activities Data Sheet(s) (page 5 of the application)
- School Activities and Awards Data Sheet(s) (page 6 of the application)
- Essay (page 7 of the application)
- Official college transcript supporting all educational data and documenting your cumulative GPA. (page 8 of the application)
- 1 Character Reference letter (page 9 of the application)
- Signed Certification Letter (page 10 of the application)

KEEP THIS INFORMATION FOR YOUR RECORDS



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Personal Data Disclosure

PRINCIPLE PURPOSES: To facilitate award of scholarship funds to education centers and determine eligibility.
ROUTINE USES: Information may be disclosed to federal, state, and local education institutions for the purpose of allocating awards to scholarship recipient accounts; the HSC Scholarship Committee for accounting purposes, and to verify military dependent eligibility.

PERSONAL DATA SHEET

APPLICANT'S INFORMATION

Name (last, first, middle)

Street Address

College Currently Attending

City/State

ZIP

Applicant's ID Card Expiration Date

Cell Phone Number

Home/Alternate Phone Number

E-mail Address

SPONSOR'S INFORMATION

Sponsor's Eligibility Category: (Check One)

Active Duty Retired Deceased Guard/Reserve Remote HSC Member

Sponsor's Name

Rank/Grade (if applicable)

Sponsor's Duty Station and Unit (current)

If Retired or Deceased: Last Duty Station

Duty City/State

Phone Number:

Current Mailing Address (if different than applicant's)

E-mail Address

Sponsor's last 4 SSN or DoD ID Number

Sponsor's ID Card Expiration Date

Have you applied or are you applying for another spouses' club scholarship? _____

If so, which club/years? _____

Do you intend to use the full GI bill for the 2025-2026 school year? _____

Do you intend to attend a military academy on full scholarship for the 2025-2026 school year? _____



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EDUCATIONAL AND EMPLOYMENT DATA SHEET

It is important that applicants provide all qualifying information in the application categories (Employment, Volunteer Service, Community/Club Activities, College Activities, Awards/Honors). Scholarships are awarded based on total points. Please attach copies of additional data sheets if necessary. To be awarded points in the categories of Employment and/or Community/Volunteer Service, all information including the **total hours and dates of employment/volunteer service must be fully completed.*

EDUCATIONAL DATA			
COLLEGE CURRENTLY ATTENDING (Name, City, State)	GPA	Dates Attended From Mo/Yr - To Mo/Yr	
Ex: Florida State University	3.27	Aug 2019	May 2021

COLLEGIATE AREA OF STUDY	
Major	Minor

EMPLOYMENT DATA			
Paid Positions Only. List most recent employment first. List only employment from the last three years.			
Job Description (Include Company Name, Title, Supervisor, City/State as applicable)	Estimate d Total Hours	Dates employed From Mo/Yr – To Mo/Yr	
Ex: Pizza Hut Store #125, Hostess/Wait staff, John Smith MGR, Alexandria, VA	200	6/2020	Present
Babysitting, The White and Thomas families, Springfield, VA	150	Sept/2021	Present



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TOTAL HOURS: _____



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VOLUNTEER SERVICE AND COMMUNITY CLUB DATA SHEET

VOLUNTEER SERVICE

List volunteer work with service, religious, and other community organizations. **Unpaid practicum/internships may go here.**
 List the most recent service first. List only service from the last three years.

Organization (Name, Supervisor/Coordinator, City/State)	Position/Title or Activity	Estimated Total Hours	Dates Volunteered:
Ex: Fairfax County Animal Shelter, Amy Brown, Alexandria, VA	Feed/wash animals	100	October 2020 - Feb 2022
Special Olympics of NOVA, Sam Smith, Springfield, VA	Helped at track meet	30	July 2020, 2021, 2022
Eagle Scout Project, Mike Porter, Alexandria, VA	Rebuilt church stairs	75	Summer 2020
EHS National Honor Society, Alexandria, VA	Tutoring	20	Fall/Spring 2021

TOTAL HOURS: _____

COMMUNITY CLUBS/ACTIVITIES (College only)

List non-school athletics, clubs or activities. Verification of participation may be required.
 List most recent activities first. **Do not include school activities.**

Use these symbols for Position/Title:
 C-Captain P-President T-Treasurer M-Member
 CC- Co-Captain VP-Vice-President S-Secretary O- Please state position

Organization (Name, Supervisor/Coordinator, City/State)	Position/Title	Dates Participated From Mo/Yr– To Mo/Yr	
Ex: Sunnyside Baptist Church Choir, OKC, OK American Business Women's Association, OKC, OK Black Hat Community Theater, Mr. Loyd, Alexandria, VA	M-Choir Member S-Secretary O-Student Director, Actor	9/20 9/20 10/21	Prese n t Prese n t 5/22



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SCHOOL ACTIVITIES AND HONORS/AWARDS DATA SHEET

SCHOOL ACTIVITIES (College only)				
List the most recent activity first. May include sports or other teams, academic groups, etc. A separate line may be used for changes in positions. See example below.				
Use these symbols for Position/Title: C-Captain P-President T-Treasurer M-Member CC- Co-Captain VP-Vice-President S-Secretary O- Please State Position				
Activity	Position/Title	Year (Fr, So, Jr, Sr)		Description of Activity
Ex: Tri Delta Sorority Intramural sports Young Republicans	S CC M	Freshman Sophomore Junior		Social and philanthropic organization Kickball, softball, and volleyball Political group on campus

AWARDS/HONORS (College only)		
List most recent awards first.		
Award or Honor Received (Name/Type, Bestowing Organization)	Description of Award/Honor	Year (Fr, So, Jr, Sr)
Ex: Dean's List Outstanding (min 3.5 GPA)	Min 3.5 GPA	Freshman



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ESSAY

Please respond to the following prompt:

Do you feel you were prepared for the demands of college and name something you feel was lacking in your high school career that you wish you had in your tool belt to have been more prepared?

- *Type the essay in 12pt Times New Roman font, double-spaced, with one-inch margins.*
- *Essays should be 500 words or less in length.*
- ***DO NOT use your name, school, position, or other identifiers in the essay.***
- *The essay may be attached as a separate document.*
- *Judging criteria include: organization of ideas, originality, usage of standard English grammar and mechanics, organization, and overall impression of the essay.*

TRANSCRIPTS



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*Request one (official) copy of your most recent transcript from your school/university registrar to be received no later than **Friday, March 15, 2025** at **11:59 p.m. CST**. **Please include your current semester grades.***

They can be submitted via:

Preferred method: Email (official transcript from the school or service such as Parchment):

HSCscholarships@gmail.com

or mail: HSC Scholarships, PO Box 631, Mary Esther, FL 32569



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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:

Preferred method: Email: HSCscholarships@gmail.com
or mail: HSC Scholarships, PO Box 631, Mary Esther, FL 32569



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CERTIFICATION LETTER

I certify that the information in the application is accurate to the best of my knowledge, and my essay is entirely my own effort.

I further certify that I am a Hurlburt Field military dependent in possession of a valid military ID in my name and I meet all other HSC Scholarship Award eligibility requirements as stated in this application. Should I accept an HSC Scholarship Award, I acknowledge that the following restrictions apply:

1. Scholarship funds are to be used within the 2025 - 2026 academic year for an accredited technical certification, associate, bachelor, master, specialist or doctoral program. 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, 2025 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 2025-2026 academic year with verification of enrollment to the scholarship chairperson NLT October 1, 2025.
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 another full scholarship from any other source, I will notify the HSC scholarship committee immediately.
6. If I accept a scholarship from another military officers'/enlisted spouses' organization, I will be ineligible for this HSC scholarship award. Also, 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, 2025 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, essays, transcript(s), etc. to the Scholarship Committee, Scholarship Partners, and Judges, as needed.

I certify that all information in this application is accurate to the best of my knowledge, and the essay is entirely my own effort.

APPLICANT'S NAME:

Printed _____

Signature _____ Date: _____

SPONSOR'S NAME (if available):

Printed _____

Signature _____ Date: _____