

## Meredyth Campbell Memorial Scholarship Application Guidelines

Meredyth Campbell was terminally ill for many years before passing away in July of 2008. For several years before her death, Metro Technology Centers provided many opportunities for her immediate family to succeed, enriching her life in the process. In appreciation of this, Meredyth's friends and family have set up a fund with the Metro Tech Foundation in her memory. This scholarship rewards students in Graphic Design, her passion and hobby until she retired due to illness.

### Procedure

1. The scholarship is available to Metro Technology Center students who are **SCHEDULED TO COMPLETE** a career major **in the current school year in the Arts, A/V Technology and Communications**. This includes students with career majors as **Digital Video Specialists, Production Artists, Print Development Specialists and Web Development Specialists**.
2. All scholarship materials must be mailed together in one envelope. This includes letter of reference, transcript, etc. **DO NOT STAPLE OR USE PAPER CLIPS. Incomplete applications will not be considered.**
3. All applications must be typed, word-processed, or written in legible handwriting. All applications must be complete for acceptance and review by the Metro Technology Centers Foundation, Inc.
4. All applications are to be submitted by the student applicant and mailed directly to:

**METRO TECH FOUNDATION**  
**Springlake Campus, Economic Development Center**  
**1700 Springlake Drive, Oklahoma City, Oklahoma, 73111-5200**  
**Phone: (405) 595-4415**

5. Completed application packets are **due IN THE FOUNDATION OFFICE no later than 4:30 PM THURSDAY, MARCH 29, 2018** for consideration. **Late applications will not be accepted.**
6. The Metro Tech Foundation's Grants Committee will make the final decision on scholarship awards. Scholarship recipients will be notified by April 07, 2018.
7. **A check for the monetary scholarship will be presented to the student at the Metro Tech Foundation Spring Luncheon at 11:30 – 1:00pm on Wednesday, April 25, 2018.**
8. One \$1,000.00 scholarship will be awarded.

*Metro Technology Centers believes in the worth of all individuals and is committed to equal opportunity for each employee, student or any person visiting a District campus. Metro Technology Centers does not discriminate on the basis of race, color, national origin, sex/gender, age, marital or veteran status, religion, pregnancy, or genetic information or disability in recruitment, hiring, placement, assignment to work tasks, hours of employment, levels of responsibility, and pay*





## Meredyth Campbell Memorial Scholarship

Application – Request for Reference Form  
(To be completed by Employer, Site Administration, or Instructor)

**PLEASE RETURN THIS COMPLETED CONFIDENTIAL RECOMMENDATION TO THE APPLICANT IN A SEALED ENVELOPE PRIOR TO DEADLINE MARCH 29, 2018. THE APPLICANT MUST THEN SUBMIT IT TO METRO TECH FOUNDATION BY THE DUE DATE IN ORDER TO BE CONSIDERED. A SEPARATE LETTER IS NOT REQUIRED.**

Applicant Name:  Date:   
(Please Print)

**CONFIDENTIAL REFERENCE:**

Please complete the following reference form based upon your association with the applicant listed above. **Please complete all information requested below or the reference cannot be considered.** This reference will be considered confidential and will be securely maintained. Please check the box which best describes the individual for each of the dimensions.

Dimension	Outstanding	Above Average	Average
Scholarship			
Leadership Abilities			
Interpersonal Skills			
Integrity			
Professional Potential			

Please explain in what capacity you have been associated with the applicant and for what length of time. Any comments that you feel are pertinent to the potential success of the applicant in his/her program at Metro Technology Centers is appreciated.

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Reference Information: (Please Print)

Name:  Title:

Employer                       Site Administration                       Instructor

Company Name:

Address:  Phone:

Total:

Meredyth Campbell Memorial Scholarship Reference

## Meredyth Campbell Memorial Scholarship

### Application Rating Sheet (75 point minimum to be considered)

This form will be used to rate your application as part of the final selection process.

**Please do NOT complete or send as part of the application.**

**1. CURRENT METRO TECH “ PLAN OF STUDY” : 20 Points**

- Grades and Progress 10 Points

**2. CURRENT RESUME: 35 points maximum**

*Because each student is unique, their resumes will reflect different areas of talent. The maximum points awarded will be 35, but many students will have more points in this area. We commend that level of commitment to one's future.*

- *•CTSO Leadership and Activities* 10 Points
- *•Quality of educational activities, clear evidence of leadership, responsibility, and commitment* 10 Points
- *•Number and variety of student activities* 10 Points
- *•Certifications* 10 Points
- *•Recognition and Awards* 10 Points
- *•Employment Record* 10 Points
- *•Quality, quantity, duration and impact of community service activities* 10 Points

**3. REFERENCE: 20 points maximum**

20 Points

**4. PERSONAL STATEMENT: 25 points maximum**

*Statement is evaluated as follows:*

- *•Why you have chosen to pursue this career* 6 Points
- *•Describe your career plan and the steps you will take to accomplish this plan* 6 Points
- *•Statement of financial need- what the scholarship will enable you to do, and why the scholarship is important to you* 6 Points
- *•Grammar, spelling, sentence structure, and essay length* 7 Points

**TOTAL POINTS**

**Comments:**

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## IS YOUR APPLICATION COMPLETE?

### CHECK LIST

Please take the time to make sure you have completed your application by filling in ALL blanks and including all required documents. Use the list below to double check that your application packet is complete before submitting. If you forget to include anything, you will not be able to submit it later:

- Have you completed your application in ink?
- Have you completed ALL sections? (Incomplete applications will not be considered.)
- Have you included ALL documents required? (Missing documents will render your application incomplete.)
  - Reference letter
  - Current Metro Tech "Plan of Study"
  - Current Resume (if required)
  - Personal statement
- Have you signed your application and personal statement?
- Has your instructor (employer, clergy, etc.) signed your application and reference statement/letter?
- Are you submitting your application packet by or before the due date?

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***Incomplete applications will not be considered. (Blank lines, missing documents or signatures will render your application incomplete.) Late applications will not be accepted.***