

# Orville F. Boes Educational Scholarship Application

*Applicant must be a full-time student (minimum of 12 credit hours) who is actively pursuing a degree in the records and/or information management field who has maintained a 3.0 or higher grade point average.*

## **INSTRUCTIONS**

1. Complete the entire application in typewritten form or print in ink. Awarding of the scholarship will be judged partly on the completeness and the appearance (neatness) of the application.
2. Submit three letters of recommendation from an instructor, employer, or individuals qualified to attest to the applicant's character; and an official transcript from the applicant's current educational institution.
3. Submit completed application, letters of recommendation (3), and official transcript to the following address by October 31 or March 31 of a fall or spring semester:  
Frankfort – Bluegrass ARMA Chapter  
P. O. Box 12661  
Lexington, KY 40583-2661  
ATTN: Scholarship Committee

*Information submitted will be used only in connection with your application for this scholarship.*

## **PERSONAL INFORMATION**

1. Name \_\_\_\_\_
2. Current Mailing Address \_\_\_\_\_  
*Street and Number or Post Office Box*  
\_\_\_\_\_  
*City State Zip Code*
3. Permanent Address  
(If different from above) \_\_\_\_\_  
*Street and Number or Post Office Box*  
\_\_\_\_\_  
*City State Zip Code*
4. Current Telephone \_\_\_\_\_

## **EDUCATION**

1. Major course of study \_\_\_\_\_
2. Cumulative grade point average as of January 1, current year \_\_\_\_\_
3. On a separate sheet, provide a brief statement (in typewritten format, double-spaced) of your future occupational and educational goals. Please limit your statement to 250 or less words.

**ACTIVITIES AND WORK EXPERIENCE**

List activities in which you have participated in high school and/or college. Please attach additional sheets, as necessary.

| Activity | Offices Held | Awards/Honors | Dates |
|----------|--------------|---------------|-------|
|          |              |               |       |
|          |              |               |       |
|          |              |               |       |
|          |              |               |       |

List employment (including part-time and summer employment) you have held in the past four years. Please attach additional sheets, as necessary.

| Employer and Location | Position | Major Duties | Dates |
|-----------------------|----------|--------------|-------|
|                       |          |              |       |
|                       |          |              |       |
|                       |          |              |       |
|                       |          |              |       |

List community activities and public service activities in which you have participated in the past four years. Please attach additional sheets, as necessary.

| Name of Agency or Organization | Kind of Activity | Awards/Honors | Dates |
|--------------------------------|------------------|---------------|-------|
|                                |                  |               |       |
|                                |                  |               |       |
|                                |                  |               |       |
|                                |                  |               |       |

Yes, you have my permission to use my name in any public announcement associated with my attainment of an Orville F. Boes Educational Scholarship.

In submitting this application and attachments, I certify that the information provided is complete and accurate to the best of my knowledge. I understand that falsification may result in the revoking of any scholarship granted.

\_\_\_\_\_ *Signature*

\_\_\_\_\_ *Date*