



**LETTERS OF REFERENCE**

In support of this application, Two letters of reference are required from the following people who are familiar with the applicant.

- Letter of personal reference about outside activities (i.e. in church or in the community):** Please request a letter of reference from an unrelated person familiar with the applicant's activities outside of school. The Committee will be interested in sincerity of purpose, ability to get along with others, leadership, and other qualities demonstrated.
- Letter of reference from a teacher, counselor, or other school official:** The Committee would like a personal evaluation of the applicant that shows successful leadership, accomplishments in extracurricular activities, and the ability to meet problems, etc.

Supplementary materials must be clearly labeled and securely attached to the primary document. Applications without two letters of reference will not be considered.

**GOALS AND ASPIRATIONS**

Make a brief statement or summary of your plans as they relate to your educational and career objectives and long-term goals.

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**UNUSUAL CIRCUMSTANCES**

Please describe how and when any unusual family, personal, or financial circumstances have affected your achievement in school, work experience, or your participation in school and community activities. All such information will be held in strict confidence by the BMMSF.

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**TRANSCRIPT INFORMATION**

A complete transcript of grades **must** be sent with this application. Grade reports are not acceptable.

- Students currently or previously enrolled in college or vocational-technical school must** include all college or vo-tech transcripts of grades from each school attended. Online transcripts must display student name, school name, grade and credit hours earned for each course, and term in which each course was taken. (Completion of high school information is not necessary.)
- High school seniors and students who have completed less than one full quarter or semester** of post-secondary education **must** include a high school transcript of grades and have this section completed by the appropriate school official. **(A clear explanation of the school's grading scale must also be submitted.)**

Applicant ranks _____ in a class of _____
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Cumulative Grade Point Average	
Weighted: _____	/4.0 scale
Unweighted: _____	/4.0 scale

SAT		
Critical Reading	Writing	Math

ACT			
English	Reading	English/ Writing	Math

School Official's Signature \_\_\_\_\_ Date \_\_\_\_\_ Title \_\_\_\_\_ Telephone ( \_\_\_\_\_ ) \_\_\_\_\_

School Official's Address: Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**APPLICATION CHECKLIST**

The student is responsible for submitting all materials to the BMMSF on time. Incomplete applications may not be evaluated. This application becomes complete and valid only when the BMMSF has received all of the following materials:

- Student Application
- Current Complete Transcript(s) of Grades (including grading scale)
- Two Letters of Reference

All materials, including transcript, must be addressed to:

**The Bill McKenna Memorial Scholarship Foundation**  
 c/o Bob Howenstein  
 16632 Kehrsgrrove Drive  
 Chesterfield, MO 63005

**Postmark deadline May 31, 2009**

**CERTIFICATION**

The BMMSF board has the sole responsibility for selecting recipients based on criteria as set forth in the program's descriptive brochure. This application becomes the property of the BMMSF. (It is recommended that you keep a copy for your files.)

*I acknowledge decisions of the BMMSF are final. I certify I meet eligibility requirements of the program as described in the brochure and the information provided is complete and accurate to the best of my knowledge. If requested, I will provide proof of information, including an official transcript of grades. Falsification of information may result in termination of any award granted.*

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Member's/Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Required only if applicant is under 18 years old)