

# Vennard College Leadership Grant Summary

- Vennard College Leadership Grants are available to students who are at least a JUNIOR or SENIOR planning to attend Vennard College in University Park, Iowa or a returning student of Vennard College.
- Vennard College employees and their children are not eligible.
- Each grant awarded will be evaluated on individual merit, and award totals will range in value.
- Applicants will be evaluated on their involvement in Church/Christian Ministries, Community Service and Extracurricular/Student Group Activities, Work Experience and their High School Scholarship Information, which must include a grade point average of 2.8 or higher.
- Each applicant will need to:
  - 1) complete the Vennard College Leadership Grant Application,
  - 2) provide a copy of their most current, complete transcript
  - 3) Three letters of recommendation—**one** from a community member, employer, or volunteer, **AND one** from an adult witnessing leadership displayed **AND one** from a school teacher/professor or academic advisor. Please note that family members and other students do not qualify as references unless prior approval is obtained from the Vennard Financial Aid Office.
- Grant Applications due to Vennard College at the following address on or before **June 1** of the award year for the Fall semester and **November 1** for the Spring semester (no faxed applications, please):

Vennard College  
Leadership Grant  
2300 8<sup>th</sup> Ave. E.  
PO Box 29  
University Park, IA 52595
- Contact Michelle Williams, 641-673-8391 x218, [michelle.williams@vennard.edu](mailto:michelle.williams@vennard.edu) or Jeff Strong, 641-673-8391 x202, [jeff.strong@vennard.edu](mailto:jeff.strong@vennard.edu) if you have any questions about this opportunity.

# Vennard College

## Helpful Hints for Preparing Vennard College Leadership Grant Application

- Vennard College Leadership Grants are available to students who are at least a JUNIOR or SENIOR planning to attend Vennard College in University Park, Iowa or a returning student of Vennard College.

Your attention to detail and inclusion of specific information will help the selection committee consider each application to identify the most worthy applicant(s).

The application packet is also available at <http://www.vennard.edu>

The completed application, transcript(s), and letters of recommendation must be received by **June 1** of the award year for the Fall semester and **November 1** for the Spring semester.

Send to:                      Vennard College  
   Leadership Grant  
   2300 8<sup>th</sup> Ave. E.  
   PO Box 29  
   University Park, IA 52595

### Helpful Hints

1. Be sure to complete all information requested.
2. Utilize the space available, but you may add additional pages to complete application questions.
3. Include ACT and/or SAT scores if applicable on page 2. (Explain if not available.)
4. Complete the Student Church/Christian Ministries, Extracurricular/Group Activities, Community Service, and Work Experience. Include all appropriate activities.
5. Leadership Comments, page 2 — This is where you tie it all together and expand on the activities listed in earlier sections. Tell how you were a leader for or gave leadership to the activities you listed.
6. Be sure to obtain ALL necessary signatures applicable .
7. Attach or have your school send a copy of your current, complete transcript.
8. Three Letters of Recommendation — confide in those who write recommendations for you specific information that will help them more effectively support your leadership grant application. Give a copy of the Instructions for Letter of Recommendation to those who will be writing the letters.
9. Remember - it is your responsibility to insure that the application and letters of recommendation have reached the Financial Aid Director prior to the application deadline. We encourage you to call or email to verify your documents have been received.

**Vennard College  
Leadership Grant  
Application  
Returning Student**

*Mail materials to:* Vennard College  
Leadership Grant  
2300 8<sup>th</sup> Ave. E.  
PO Box 29  
University Park, IA 52595  
*Ph: 641-673-8391*

**Mail the following materials to the above address to be RECEIVED before or on June 1 for Fall or November 1 for Spring:**

- 1) Completed, signed three (2) page application (provide any additional information on white bond paper, if necessary);
- 2) Your current transcript.
- 3) Three letters of recommendation – **one** from a community member, employer or volunteer, **one** from an adult witnessing your leadership, **AND one** from a school academic advisor or teacher/professor.

Leadership Grants are to be used by qualifying recipients for tuition and fees while a student at Vennard College.

***Please print or type your application.***

<b>Name</b>					
<b>Mailing Address</b>		<b>City</b>		<b>Zip+four</b>	
<b>Area Code &amp; Phone #</b>			<b>Applicant's E-mail Address</b>		
<b>College Major</b>			<b>Career Goal</b>		
<b>Parent(s) or Guardian(s) Names (and Address if different from above)</b>					

***I certify that all information given on this application is true, correct, and complete.***

<b>Applicant Signature:</b>	<b>Date</b>

**STUDENT CHURCH/CHRISTIAN MINISTRY ACTIVITIES**

Activities*	Local	County	State	Years

**EXTRACURRICULAR/STUDENT GROUP ACTIVITIES**



\*Provide additional information on the reverse of this page or on white bond paper, if necessary. Dec 2007

**COMMUNITY SERVICE**

Activities*	Local	County	State	Years

**WORK EXPERIENCE**

*Please list jobs (including summer employment) that you have held in the past three or four years.*

Job	Employer	Approximate Dates of Employment	Approx. Number of Hrs Worked per Week

**LEADERSHIP COMMENTS**

Please comment on why you should be selected as a recipient of a Vennard College Leadership Grant.

\*Provide additional information on the reverse of this page or on white bond paper, if necessary. Dec 2007

# Vennard College

## Vennard College Leadership Grant Instructions for Letter of Recommendation

Applicant Name \_\_\_\_\_

### **To the Applicant:**

To submit an application for a Vennard College Leadership Grant, you must include three letters of recommendation; one from an academic advisor such as an instructor, advisor, or administrator; one from an adult who has witnessed your leadership, **AND** one from a community member or volunteer.

Contact them and ask if they will write a letter of recommendation. Provide them with the following information and any other details that will help them write a recommendation to support your application.

The three letters may be sent with your application or provide your references with the following address or an addressed/stamped envelope to:

Vennard College  
Leadership Grant  
2300 8<sup>th</sup> Ave. E.  
PO Box 29  
University Park, IA 52595

### **To the Advisor, Staff, or Volunteer:**

The above-named applicant for a Vennard College Leadership Grant has respectfully requested that you write a letter of recommendation relative to scholastic abilities, leadership, citizenship, entrepreneurship, and character.

Letter of reference does not need to include a listing of involvements as the applicant has already included this information in their application. It should portray the character of the individual so the reader can “visualize” something of the applicant from reading the letter. All written statements will be open to the grant committee.

Return your letter to the applicant to include with application or mail to the above address in time to be received before or on **June 1** for the Fall semester or **Nov. 1** for the Spring semester. Please be sure to **sign your letter**. Thank you for supporting this grant applicant.