

**MONTGOMERY COUNTY INTERMEDIATE UNIT  
EDUCATION FOUNDATION**  
Application Guidelines  
**Post-Secondary Education & Training Scholarships**

The Montgomery County Intermediate Unit Education Foundation grant program awards scholarships to public school students in the form of tuition grants to permit the student to further develop and thrive in the post-secondary environment and to successfully enter and compete in the labor force upon graduation from trade schools, apprenticeship programs, community colleges or universities. Average scholarship amounts will range from \$300 to \$500. Lesser or greater amounts may be awarded upon application review.

**ELIGIBILITY**

The Foundation invites Montgomery County **public school** parents of students with “special needs” and who are graduating seniors to apply from Montgomery County high school/vocational-technical school, PDE approved private school, or “nontraditional” public school settings.

**REQUIREMENTS CHECK LIST**

- Student/Parent Signature (if student under 18 years of age)
- Official Transcripts from Guidance Office
- Letter of recommendation from two of the student’s teachers
- Signature of school Principal verifying current IEP and that the student is a graduating senior with special education support services
- Post secondary school name, address and contact person

**LETTERS OF RECOMMENDATION:**

Each application must include two letters of endorsement from “senior year” teachers. These letters of support should highlight the character traits of the applicant that make him/her deserving of a scholarship, performance during the senior year through an anecdote, project or event that demonstrates the student’s initiative and commitment, or a quality that makes this particular applicant stand out from all others.

**TIMELINES**

Completed applications (including letters of recommendation are due to the high school guidance office for attachment of transcript by **March 16, 2012**. Guidance Office will forward application with transcripts to the high school principal (or designee) for “special needs” verification. The High School Principal (or designee) in turn will forward the authorized application to the Foundation (c/o Valentina G. Viletto, Esq.) by **March 16, 2012**.

Notification of all scholarship award recipients will be made by **April 16, 2012**. All grants must be expended by October 14, 2012. There will be no exceptions to this guideline.

**SELECTION PROCESS**

The Foundation’s Board of Trustees will approve the scholarship award recipients. These scholarships are specifically for apprentice programs, trade schools, community colleges, and universities. Scholarship recipients will receive award certificates. These scholarship awards will be forwarded to the institutions the students plan on attending.

**CONFIRMATION**

Confirmation of enrollment/registration and student identification number should be sent to the Montgomery County Intermediate Unit Education Foundation as soon as it is received. Confirmation must be received before funds will be disbursed.

**PLEASE RETURN COMPLETED SCHOLARSHIP APPLICATION TO:**

**Montgomery County Intermediate Unit Education Foundation**  
**Valentina G. Viletto, Esq.**  
**Director of Legislative Services**  
**1605 West Main Street**  
**Norristown, PA 19403**  
**Tele: 610.755.9304 Fax: 610.539.5973**  
**Email: [mciuef@mciu.org](mailto:mciuef@mciu.org)**

**Questions: contact Donna Kelly 610-755-9304 or email [dkelly@mciu.org](mailto:dkelly@mciu.org)**

**MONTGOMERY COUNTY INTERMEDIATE UNIT  
EDUCATION FOUNDATION  
Post-Secondary Education & Training  
Scholarship Application**

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**STUDENT INFORMATION: (Print or Type Application)**

Student Name \_\_\_\_\_ Age: \_\_\_\_\_

Student Email \_\_\_\_\_

School: \_\_\_\_\_ School District: \_\_\_\_\_

Student Parent/Guardian Name: \_\_\_\_\_  
(If student under 18 years of age)

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

*If my child is selected for a Scholarship I give my permission for his/her picture to be taken for the Montgomery County Intermediate Unit Education Foundation's Annual Report/Awards Reception, and other endorsements for the Foundation.*

I will  I will not give my permission for my child's photo to be taken.

\_\_\_\_\_  
Student/)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent (Guardian) Signature

\_\_\_\_\_  
Date

*(If student under 18 years of age)*

**HIGH SCHOOL INFORMATION:**

Return completed application to Guidance office to attach transcripts.

- Transcripts Attached  
 Enclosed are two letters of recommendation from the teachers listed below:

Teacher Name: \_\_\_\_\_ Teacher email: \_\_\_\_\_

Teacher Name: \_\_\_\_\_ Teacher email: \_\_\_\_\_

The signature of the building principal below verifies:

- Student does have an active IEP  Student is graduating senior who participated in special education support services this school year.

\_\_\_\_\_  
Signature (Building Principal)

\_\_\_\_\_  
Date

