

# APPLICATION FOR PARTIAL SCHOLARSHIP

*Fremont Presbyterian Church*

**Procedure for requesting partial scholarship assistance:**

1. Review the Scholarship Policy on the reverse side of this application.
2. Complete the requested information.
3. Submit the application to the Retreat Team Leader or appropriate staff member.

*The scholarship committee will respond to you as quickly as possible regarding the application. This application and the information appearing on it will be held in the strictest confidence.*

NAME OF PARTICIPANT	DATE OF APPLICATION
NAME OF PARENT/GUARDIAN (IF ABOVE PARTICIPANT IS AGE 17 OR UNDER)	
ADDRESS	HOME TELEPHONE
	WORK TELEPHONE
OCCUPATION	FREMONT MEMBER?
NAMES AND AGES OF OTHERS LIVING IN YOUR HOME WHO ARE AT LEAST PARTIALLY DEPENDENT ON YOUR INCOME:	
NAME OF CONFERENCE/RETREAT	
TOTAL COST OF EVENT	DATES
AMOUNT YOU CAN CONTRIBUTE	
CIRCUMSTANCES YOU FEEL WOULD BE HELPFUL IN EVALUATING YOUR NEED:	

**OFFICE USE ONLY**

AMOUNT APPROVED	DATE	BY

*Fremont Presbyterian Church*  
**Retreat Ministry Team Policy (excerpt)**

#### **4. SCHOLARSHIPS**

Fremont Presbyterian Church and the Retreat Ministry Team recognize the need to include people in its program activities who might otherwise be excluded because of economic factors. When possible, partial scholarship funds may be made available to event participants. All applications for scholarship assistance shall be considered and shall not be restricted because of race, sex, religion or country of origin. The Team recognizes the sensitivity of issues surrounding the determination of financial need and shall seek to carefully handle requests on an equitable and fair basis.

##### **4.1 Scholarship Funds**

Several funds are available to provide financial assistance for certain specific conferences or retreats. When no specific scholarship funds are available to provide financial assistance, the Team may make certain funds available from the fees collected for that event. It shall be the sole decision of the Team as to whether the budget for any event can adequately accommodate scholarship assistance.

##### **4.2 Availability of Scholarship Assistance**

If financial assistance can be made available for a conference or retreat, the Committee shall publicize the availability of such assistance with other event information. When such funds are available, partial scholarship assistance will normally be granted to applicants for a maximum of two events per year.

##### **4.3 Requests for Scholarship Assistance**

If a participant desires financial assistance for an event, he/she shall complete an "Application for Partial Scholarship" and forward it to the Retreat Ministry Team Leader or appropriate member of Fremont staff.

##### **4.4 Determination of Amount**

The "Application for Partial Scholarship" shall be evaluated by a sub-committee selected from the following: the Retreat Ministry Team Leader, Ministry Area Elder, Camp/Retreat Leader, Executive Minister and/or other appropriate member of staff. Determination of eligibility and the amount of assistance shall be based on but not limited to financial need, availability of funds and commitment to the Fremont community through other activities and events.