

## WHEELER TRUST SCHOLARSHIP GUIDELINES

The Wheeler Trust Scholarship Fund is a scholarship account founded by Xenophen Wheeler, Irene Wheeler, Anne Wheeler and Philip Wheeler. The Bolton Board of Civil Authority oversees distribution of the fund and awards the grants in May of each year.

In order to be considered for the scholarship you must:

1. Have resided in the Town of Bolton for at least two (2) years prior to applying.
2. Be no more than 26 years of age and be enrolled as a full-time student.

In addition you must submit:

3. A letter of intent to the Board of Civil Authority requesting that you be considered for the scholarship, whether a first time or subsequent applicant. The letter should include any information you feel will give the Board insight into your life; extra-curricular activities, team sports, awards, jobs, family commitments, community volunteering, etc.
4. A letter of recommendation from a teacher, principal, guidance counselor, professor or employer, even if you are re-applying for a second, third (or more) year. If you are a re-applying candidate, you may NOT use a recommendation letter from a previous year.
5. A copy of your current high school or college scholastic record.
6. A copy of your college acceptance letter. Re-applying students do not need to submit their acceptance letters, unless attending a different college/university.
7. The estimated cost of attending your chosen college/university and any awards you have been offered. You must indicate which of the pending awards, scholarships, loans, grants, and/or tuition remission you are accepting. In the instance you have not received these figures for the upcoming year, please contact the registrar's office or financial aid office for an estimated amount of tuition and awards. This is a very important piece of information in deciding distribution of the scholarship funds. **Applications submitted without this information will not be considered.**
8. The college/university's Financial Aid Office's mailing address, and your student identification number.
9. A copy of your parents' previous year's income tax return. If you are completely self-supporting, your tax return may be submitted.

Please submit all of the above to:

The Bolton Board of Civil Authority  
c/o Amy Grover  
3045 Theodore Roosevelt Highway  
Waterbury, VT 05676

Deadline for submission of paperwork is **April 30.**

**SUBMITTING INCOMPLETE PAPERWORK MAY RESULT IN FAILURE TO BE CONSIDERED FOR THE AWARD**

For your information:

- The demonstrated scholastic ability of each student and the need of the family are components used by the Board in determining scholarship recipients.
- The Board reviews GPA, course load and academic standing in conjunction with the student's over-all character.
- College applicants and high school applicants are ranked separately.
- Depending on availability of funds and financial needs of those students applying, preference will be given to students who have attended Mount Mansfield Union High School.
- Two - five scholarships can be awarded each year.

If you are awarded a Wheeler Trust Scholarship, understand that **it is your responsibility to:**

- Notify your college/university that you are being awarded a Wheeler Trust Scholarship and the amount.
- Submit a copy of the tuition bill for the school year for which you received your award. Funds are not released from the bank without a tuition bill. It is your responsibility to be sure a copy of this bill is sent to the Town Treasurer within the appropriate time frame for dispersal. You will not be reminded. Scholarship money must be used within the school year for which it is awarded. The Town Treasurer must receive your request for distribution of award money for the fall semester by September 1<sup>st</sup> and for the spring semester by February 1<sup>st</sup>. If these deadlines are not met, your award money may be returned to the Trust for redistribution

Please note:

- Money received from the Wheeler Trust may be used for tuition and room and board only. It cannot be used for books, transportation, recreation fees, insurance or any other fees incurred.
- If you receive additional grants or scholarships, from any other source, and the total amount exceeds the basic tuition costs, ANY of your grants may be reduced.

Please submit everything requested. It is your responsibility to understand what is required of you if you are a recipient of a Wheeler Trust Scholarship.

If you have any questions, please call the town office at 434-5075 x 222.

Sincerely,  
Amy Grover  
Town Clerk & Treasurer  
Town of Bolton