



Scholarship Application 2018

Please Print NEATLY or Type

www.jcrunyonfoundation.org

#LiveYourNextChapter

Print or Type, if it's illegible, there is no way to contact you.

First Name: _____ M: _____

Last Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ (h) _____ (c) _____

Email: _____

* Please check email often, this is the preferred form of communication.

****Note that we prefer all communication be directly with you, not a parent or third party.**

DOB: _____

High School: _____

Address: _____

City: _____ State: _____ Zip: _____

* Must submit an official transcript

ACT/SAT Score _____ (send scores if you have them - copy is ok)

High School Graduation Date (Projected or Actual) _____

College Credit Hours Received: _____

* Please specify dual enrollment hours, AP credit, or college credit

****If you are currently enrolled in college and have been out of high school for many years, send your most recent transcripts only****

Student Name: _____

Attach a letter of acceptance to a university, college or tradeschool.

If you are already enrolled in a college, this is not necessary, your current transcripts suffice.

* A photocopy of your email is acceptable.

Name of school you plan to attend: _____

Please circle Tuition Rate: In-State Out-of-State

- Projected Tuition Cost per Semester \$ _____ (tuition only)
- Projected number of semesters required for graduation (undergraduate only) _____ (example – 8 for incoming freshmen, or 7 if you received college credit through AP or dual enrollment)
- Planned Major _____

*** Only UNDERGRADUATE applications will be considered, NO EXCEPTIONS**

Attach a copy of a letter from the Treatment Facility or your discharge papers indicating admission date and discharge date of an inpatient program.

Acceptable Programs: Psychiatric Hospital, Psychiatric Wing in Medical Hospital, Substance Abuse Program (specialty facility or wing) and Eating Disorder Unit/Facility - or similar.

WE DO NOT NEED YOUR FULL MEDICAL RECORDS.

* All information will be kept confidential and will be shredded after application process is complete

Facility Name: _____

City: _____ State: _____ Zip: _____

Dates of Treatment (most recent): _____

Are you currently receiving outpatient services, therapy, and/or medication?

YES NO

How often do you touch base with your support system? (AA, NA, counselor, support group?) _____

**Please note, this is an important piece in determining readiness and stability. The members of the selection committee are trained therapists/providers and educators.*

Intensive Outpatient and Partial Hospitalization are not considered Inpatient - NO EXCEPTIONS.

Student Name:

Please attach two (2) letters of recommendation from any of the following:

Guidance Counselor, Teacher, School Administrator, Therapist/
Psychiatrist/Psychologist, Physician, Other Equally Qualified Person.

These can be mailed separately or included in your packet.

On a separate page describe your journey through substance abuse and/or mental illness. How will this scholarship funding help you achieve your goals?

We will be looking for your Future Plans, Personal History of Treatment including your current protocol, Leadership Potential and Creativity, as well as Basic Mechanics. But mostly, we will be looking for passion and what makes you stand out. How are you #LivingYourNextChapter? Make sure to highlight any awards or special accomplishments.

Essays must not be longer than 3 pages, double spaced.

Mail completed applications to:

**JC Runyon Foundation
8295 Tournament Drive, Suite 201
Memphis, Tennessee 38125**

You may also email the completed application to

application@jcrunyonfoundation.org

**Format standards: PDF Documents only. NO JPEGs will be accepted.
Documents can be sent through Google Docs, Drop Box (your invitation) or similar.**

*******Incomplete applications will not be considered*******

Due March 2nd, 2018 5:00 pm CST

Word of Advice - do NOT wait until the last minute to mail or email your application. If you send your application at 4:59 on March 2nd, you are risking that it arrives late to the inbox.

We will not accept late submissions or additions after 5:00 CST! NO EXCEPTIONS!





Application Checklist: www.jcrunyonfoundation.org



(DO NOT send this page)

1. Are the first two pages of the application completed? Is your email legible?
2. Have you contacted your school(s) for official transcripts? Schools usually send the transcripts directly to the requester (colleges, scholarships, etc). Do this early and double check to make sure it's done! If you are emailing, a scanned copy is fine, but we must have the original if you're selected to interview. It's ok if the envelope is open, just include it as well.
3. Have you asked your treatment facility for a letter of confirmation? You will have to sign a waiver. Double check with the facility to make sure it's done. They're very slow! **WE DO NOT NEED YOUR FULL MEDICAL RECORDS!** We will also accept your discharge paperwork that you received upon your discharge A photocopy of this is fine. This is the easiest way!
4. Have you asked your references to write you a letter of recommendation? You might want to give them a self addressed stamped envelope for their convenience. Double check to ensure it has been mailed. Remind them that if we do not receive this in time, your application will not be considered complete and will be ineligible for consideration.
5. Have you received your letter of acceptance from the college, trade school, or university that you plan to attend? A photo copy of the letter or email is acceptable. (Not necessary if you're already enrolled in college)
6. Have you written your essay? This is the hardest part, but it's the most important to us! 3 page double space limit. Be aware that yours will be among hundreds of others. Highlight your accomplishments! Check your spelling and grammar and **make sure your name is on it!**

All items can be sent in one packet or mailed (emailed) individually. Please ensure that your first and last name is included on everything. If you choose to email your application, it must be in PDF. Do not send JPEG (or similar) of your application, It will not be accepted.

Are all these steps completed? Then you're ready to mail your packet. Please know that the post office can be very slow, so mail it in early to ensure that it arrives in time! You can also email the application, don't wait until the last minute. We must have the completed application in the office on March 2nd by 5pm CST. Slow mail, or trouble with email can cause your application to be ineligible. Plan ahead, it's your responsibility to make sure it's in on time!

You will be notified once your application has been received via email. If you do not hear from us within a few weeks, either your email was incorrect, illegible, or it was not received. Follow up with an email just in case. Please note - emails from parents can be a red flag to us....we like to see that you are the responsible one, not your mother.

Good luck! If you have questions, email us at

ADMIN@JCRUNYONFOUNDATION.ORG

(NOTE THIS IS NOT THE SAME ADDRESS THAT YOU WILL SUBMIT YOUR APPLICATION)