

Universal Scholarship Application - Instructions

Return Application by April 6, 2026 via email to scholarships@communityfoundationlf.org. Applications must be on time to be considered.

Please use subject line: "SCHOLARSHIP APPLICATION – [YOUR NAME]"

Scholarship Guidelines

The Community Foundation for Loudoun and Northern Fauquier Counties administers many different scholarship funds for the benefit of residents pursuing education and vocational training in a post-secondary setting.

Each scholarship fund has its own selection criteria to evaluate and determine scholarship awards.

Candidates must complete this application for each individual scholarship for which the candidate is applying. The Community Foundation uses this same application for all scholarship funds (*except the Teri and Shari Malone Scholarship for 8th grade students – please visit www.communityfoundationlf.org/students for that specific application form*).

Please refer to the Community Foundation's current list of scholarship funds at www.communityfoundationlf.org/students for specific selection criteria and additional requirements beyond the Universal Application form. Scholarships are paid directly to a student's educational institution on their behalf.

Student Criteria and Information

1. The student must have applied to one or more accredited post-secondary institutions or must be currently enrolled in a college or university at the time of application.
2. The student must submit the following as part of the completed application package:
 - This completed Universal Application form.
 - One sealed recommendation mailed from an academic source or separate email sent to scholarships@communityfoundationlf.org.

- If required, a copy of completed financial aid form or FAFSA as required by colleges and universities, OR copy of IRS Form 1040.
 - If required, a copy of an official authorized high school or college transcript. A GED certificate may be substituted in some situations.
 - Copies of letter(s) from colleges, universities, vocational schools accepting a student for enrollment or letters acknowledging receipt of an application, if applicable.
 - Specific essays or unique requirements of a fund (if applicable).
3. The Community Foundation has the right to request any additional materials from the student.
 4. Personal interviews may be scheduled with final candidates.
 5. The Community Foundation has the right to make awards under other grant programs administered by the Community Foundation.
 6. For those scholarships that are renewable, a renewal application must be submitted each year.
 7. The Community Foundation **reserves the right to reconsider scholarship awards if significant or additional scholarships are received by an applicant.**

Timeline

1. Completed application packages must be emailed by 5:00 p.m., April 6, 2026 to the Community Foundation; applications may be mailed with same postal date or hand delivered on the same date.
2. Students selected for a scholarship award will likely be notified by June 30, 2026.
3. Scholarship awards will likely be mailed by August 15, 2026 directly to the school or institution.

Application Checklist

- This completed application form.
- One separately mailed letter of recommendation or emailed recommendation.
- Official school transcripts.
- Letters acknowledging enrollment/acceptance.
- Special essays, FAFSA/IRS Form 1040 or other unique fund requirements. **Please see the current listing for unique requirements for each individual scholarship**

Section III — Academic Information

If required, attach a copy of your high school, post-secondary, or current education grades transcript.

Please see scholarship listing guidelines for each scholarship's requirements.

Class you will enter in the next enrollment:

- College Freshman/First Year Associate's Degree
 College Sophomore/Year Two Associate's Degree
 College Junior
 College Senior
 Other (apprenticeship; continuing education course etc.)

Name of the high school, preparatory schools, training programs, colleges and/or universities you have attended and the dates of enrollment. List most recent first.

SCHOOL	ENROLLMENT DATES	FIELD OF STUDY (IF APPLICABLE)	CUMULATIVE GPA
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Name of academic counselor: _____ Counselor Email: _____

What is your current/intended major or field of study? _____

Briefly describe your current career interest:

List any honors, IB or advanced placement courses or trainings:

If required, include SAT/ACT scores. Please see scholarship listing guidelines for requirements.

SAT Scores: Reading _____ Math _____ Writing _____ Combined _____

ACT Scores: English _____ Math _____ Reading _____ Science Reasoning _____ Composite _____

List college/university, training program/trade school, or post-graduate schools to which you applied or are currently attending:

SCHOOL OR PROGRAM	ACCEPTANCE KNOWN?*
1 st Choice _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
2 nd Choice _____	<input type="checkbox"/> Yes <input type="checkbox"/> No

**If accepted, include copies of letters from these schools acknowledging receipt of your application or offering you enrollment*

Which are you most likely to attend? _____

List the dates (month/year) you expect to begin and complete your degree, certification, or apprenticeship program:

Enter: _____ Graduate: _____

List the name and relationship of your reference (please note reference letters are sent via separate letter or email):

Section IV — Financial Information

If required, attach a copy of IRS Form 1040 or FAFSA. Please see scholarship listing guidelines.

Family Annual Income \$ _____ Estimated Family Contribution to education: \$ _____

List income of all at-home family members: _____

Total number in household: _____ Total number of children attending college during the upcoming year: _____

Explain any unique financial circumstances in your family:

Briefly describe your personal and family strategy for paying for continuing education:

List other scholarships for which you have applied or received, if applicable:

Section V — Volunteerism, Extra Curricular and/or Community Activities

List all volunteer work and associated nonprofit, significant extra-curricular activities, offices held, honors and awards, both school and community. You may attach a resume or list for additional information.

Section VI — Employment (Start with most recent position held)

Date: From/To

Company/Nonprofit

Position

Application Checklist:

- This completed application form for **each** scholarship for which you are applying. This is important as we have different committees for varied scholarships.
- One letter of recommendation or one emailed letter of recommendation to scholarships@communityfoundationlf.org with YOUR NAME in the subject area, unless otherwise specified in fund criteria.
- If required, one official school transcript or email receipt direct from your school counselor to scholarships@communityfoundationlf.org with YOUR NAME in the subject area.
- One letter acknowledging enrollment or acceptance from one or more school, college, or university, if obtained.
- If required, one completed copy of your FAFSA, or, a copy of your IRS Form 1040.
- Any special requirements of a specific scholarship fund, such as an essay.
- Email all applications and required attachments to scholarships@communityfoundationlf.org with "Scholarship Application – [YOUR NAME]" as subject line no later than April 6, 2026.

I certify that all information contained within this application is correct and true to the best of my knowledge.

Signature _____ Date _____