

# Mission Viejo Activities Committee (MVAC)

## Volunteerism Scholarship Application

The applicant must be a United States citizen. The applicant must have volunteered for at least 150 hours, of which, 25 hours of your volunteer service must be within the City of Mission Viejo to qualify for this scholarship. The applicant must be able to document consistent community service hours throughout your high school career. In addition, the applicant must be a current high school senior enrolling as a full-time student at an accredited U.S. two or four year college/university, or a technical/trade school certified program by the fall semester following graduation. The applicant must be a student within the districts of SVUSD or CVUSD or be a current and active member of the Mission Viejo Activities Committee.

Application must be printed or typed. Signatures on all forms and references must be original. Failure to follow the instructions and falsification of information will disqualify the candidate. Completeness, neatness, correct grammar and spelling are important. MVAC verifies all information and references. Please make a copy of your application for your files prior to submission.

**Application deadline (not postmark) is March 15<sup>th</sup>. Submit application to Mission Viejo Activities Committee, Volunteerism Scholarship Opportunity, 24932 Veterans Way, Mission Viejo, CA 92692 in a sealed envelope.**

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**APPLICANT** Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle Initial \_\_\_\_\_  
Permanent Address \_\_\_\_\_ Unit/Apartment # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Telephone (\_\_\_\_\_) \_\_\_\_\_ E-mail Address \_\_\_\_\_  
Legal Status - US Citizen  Yes  No

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**PARENT OR GUARDIAN INFORMATION** Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle Initial \_\_\_\_\_  
Address \_\_\_\_\_ Unit/Apartment # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

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**HIGH SCHOOL** School Name \_\_\_\_\_ Graduation Date: Month \_\_\_\_\_ Year \_\_\_\_\_  
City \_\_\_\_\_ Telephone (\_\_\_\_\_) \_\_\_\_\_

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**POST SECONDARY SCHOOL** Name of school you plan to attend. (If unknown, please list in order of preference the schools to which applications for admission have been sent.) Use official school names.  
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\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

**VOLUNTEER SERVICE**

List all projects and hours you have participated in the **past four years**. Indicate awards, honors and offices held. Failure to list the hours and a contact person with a valid phone number may disqualify the candidate. No email addresses! If necessary, attach a separate page to complete. Separate your Mission Viejo volunteer experience hours from your non-Mission Viejo volunteer experience in the correct sections.

**MISSION VIEJO VOLUNTEERING**

Organization	Dates	Activity Tasks	Hours Completed	Contact Name	Phone #

Total Number Hours: \_\_\_\_\_

**NON-MISSION VIEJO VOLUNTEERING**

Organization	Dates	Activity Tasks	Hours Completed	Contact Name	Phone #

Total Number Hours: \_\_\_\_\_

**EXTRA CURRICULAR SCHOOL EXPERIENCES**

School Activity	Date	Office Held	Award or Honor	Contact Name	Phone #

**WORK EXPERIENCE**

Describe your work experience during the **past four years**. Indicate dates of employment in each job and approximate number of hours worked each week. If necessary, attach a separate page to complete.

Employer	From – mo/yr	To – mo/yr	Hours per week	Contact Name	Phone #

**LEADERSHIP EXPERIENCE**

Organization	Dates	Activity Tasks	Hours Completed	Contact Name	Phone #

**GOALS AND ASPIRATIONS**

Briefly summarize your plans as they relate to your educational and career objectives and future goals. If necessary, attach a separate page to complete.

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**ESSAY**

Please type a personal essay on the importance of your volunteer service to you and your community and the role volunteerism plays in your future. Please attach a separate page for your essay with a minimum of 250 words and a maximum of 400 words.

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**LETTERS OF REFERENCE**

Two letters of recommendation are required from a teacher, counselor, community organization, pastor or mentor who is not related to you and who has first-hand knowledge of your volunteer service and hours.

Each letter of recommendation should be one page and address the following topics:

- What specific duties in volunteering the candidate engaged in, when, for how long, and with what goals.
- Your relationship to the applicant, the name of the organization you represent and phone number.

When complete, the letters of recommendation, should be returned to the applicant in a sealed envelope. The letters of recommendations must be original, signed and dated. No copies are accepted. Failure to follow the instruction could eliminate the candidate.

## APPLICATION

The student is responsible for submitting all materials to MVAC by March 15th. The application is complete and valid only when MVAC has received all the following materials:

- Application
- Typed Essay (250 words minimum and 400 words maximum)
- Two original letters of recommendation, in sealed envelopes and signed

**All materials must be addressed in sealed envelopes to:**

MISSION VIEJO ACTIVITIES COMMITTEE (MVAC)  
Volunteerism Scholarship Opportunity  
24932 Veterans Way  
Mission Viejo, CA 92692

## APPLICATION DEADLINE: March 15<sup>th</sup>

Finalists will be interviewed by the Scholarship Committee. You will be notified of the date and time. Scholarship recipients will be required to supply their Social Security number for tax purposes. The Mission Viejo Activities Committee may award up to five \$1,000 scholarships based on applicant's eligibility. Scholarship checks are paid in two equal installments in August and December. The checks are addressed to the student and the school. It must be endorsed by both parties. You may use your scholarship funds for any school related expense, including tuition, books, room and board or other school related materials. Applicant is required to notify the Mission Viejo Activities Committee office (949-830-7066) of any changes of address, school enrollment or other relevant information.

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## CERTIFICATION

The MVAC has the sole responsibility for selecting recipients based on application and interview. All decisions of MVAC are final. All information received is considered confidential and is reviewed only by the Scholarship Committee.

I certify: I meet the eligibility requirements of the MVAC scholarship as described in the brochure. The information provided is accurate. If requested, I will provide proof of information I have listed on the application. Falsification of information will result in disqualification. This application becomes the sole property of MVAC.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_