

Process of Applying for Financial Aid Grants
February 14, 2018

The Eastern Pennsylvania Education Society's function is to promote the cause of education among the ministry and membership of The United Methodist Church in the Eastern Pennsylvania Conference. In that regard, there are a number of grants available annually in the amounts of \$500 to \$1,000 targeted toward higher education.

1. Grants are available to members of The United Methodist Church – Eastern Pennsylvania Conference, who are pursuing academic or career higher education as part of their broader Christian personal development.
2. The Grants are only for undergraduate education programs and qualified career preparation programs in vocational, technical, professional, business, and other similar types of areas.
3. The grants are not intended for Masters or Doctorate coursework, continuing education credits, or courses required to maintain a license or performance level. In addition, grants are not intended for career change endeavors (for example, a cosmetologist who now has decided he or she wants to shift careers into culinary arts or an engineer who now needs to take further undergraduate courses to move toward a career in medicine).
4. The size of the grant offered will be determined based upon the number of applicants but will typically not be less than \$500 nor more than \$1,000.
5. The Education Society will determine the annual amount available for Grants using the total return on investments approach under state law. This is further defined in the Education Society's By-Laws.
6. Up to 5 annual grants may be made to a student – one per each year of undergraduate education. There will be no preference given to students in a given year who have received a Grant the previous year.
7. **All applications will be considered and grants awarded via a random selection process up to the available funds for Grants. In this regard we ask to include the last 4 digits of your social security number on your application. If you do not include the last 4 digits, a four digit number will be assigned.**
8. The Education Society reserves the right to limit the number of Grants given to members of a particular church. It is the intent of the program that financial aid be distributed throughout the Conference and not be focused on a few churches.

9. All Grant payments will be made directly to the educational institution and not to the student. Under normal circumstances, the educational institution will be asked to allocate the money over the entire school year, not just one semester or term.
10. If awarded a grant, it is the responsibility of the student to verify that the grant money has been credited to his or her account.
11. Grant applications will be received no earlier than April 30 and no later than May 21. The closing date may be changed at the discretion of the Education Society due to mail delivery process. Electronic applications **will not be accepted.** Notifications will be made in July regarding Grant distribution and size.
12. A critical piece of information in the application is the address to where the check should be sent if you are awarded grant. If possible a person's name should be included along with the actual office address on campus.
13. You will be notified via e-mail whether you are a recipient of a grant or not. If you do not have an e-mail address, you will be notified via first class mail only if you are a grant recipient. If your e-mail address is illegible and notification cannot be delivered, no further attempt will be made to contact you regarding your grant status. However, if your e-mail address is illegible and you happened to be a grant recipient, your grant will still be processed.
14. If you receive a Grant and withdraw from the educational institution, the educational institution will be asked to return the Grant money. Many schools have a non-refund tuition policy if you withdraw. So – if you withdraw, you may receive an additional invoice from the school.

**Eastern Pennsylvania Conference
Education Society Grant Application**

Submit to Eastern Pennsylvania Conference - Education Society, The United Methodist Church, P.O. Box 820, Valley Forge, PA 19482. Application should be submitted no sooner than **April 30** and no later than **May 21, 2018**. The submission period will not be extended. Grant offers will be determined via lottery of those received during the specified time period.

Section 1 Student Information

Student's Name: _____ Social Security No. (last 4 digits) _____

Street Address _____ City _____ State _____ Zip _____

Telephone Number: (____) _____ Date Of Birth: ____/____/____

E-mail Address _____

Section 2 Student Career Goals

Briefly describe your career goals & how you envision Christ being an integral part of achieving those goals

Section 3 School Information

If you were to receive a grant, provide the necessary information including school, department, address, your account information, and to whom the grant should be forwarded in the department such that you will receive credit in your account. If not available at the time of this application, please note and provide information as soon as available. **This information is critical. You should provide a person's name (if possible) and the actual address of the office at the university or school to where the check should be sent. Do not simply include a generic address of the university or school.**

School _____ Student Acct Number or ID Number _____

Address at School to Where Check Should be Sent _____

Section 4 Church Recommendation (You will not be considered without recommendation)

I recommend that this individual be considered for an Educational Grant because:

_____ / /
Church Name Church Representative (Print) Signature and Title Date

Section 5 Signature

By signing this document, I certify that all the information provided is accurate to the best of my knowledge and that I am a member of the United Methodist Church in the Eastern Pennsylvania Conference.

Student Signature: _____ Date: ____/____/____