

SCHOOL COMMITTEE TRANSMITTAL FORM NOTICE

Counselors, please note:

Each CFWNC scholarship has its own criteria, included on each of the program Fact Sheets.

For scholarships involving selection at the school level, a committee of at least three (3) people is required to make those selections, and a **Transmittal Form** from a counselor or committee representative **must** be submitted for each selection. **Please note that per recent federal legislation, we must require that you include the committee members' names and positions**, and we ask that the form be signed by the counselor or committee representative in case there are any questions.

The **required** Transmittal Forms for those programs are in your packet, and are also available for download here. Please see a sample below.

SAMPLE OF TRANSMITTAL FORM (actual forms are full size):



APPLICATION TRANSMITTAL FORM

HARRY W. CLARKE MEMORIAL SCHOLARSHIPS

For the Harry W. Clarke Award, a committee of each participating school selects one semi-finalist planning to attend a North Carolina four-year college or university, to compete for a renewable award of \$2,000 per year for four years.

Date _____ School _____

Attached is the application for _____ who has been selected by our committee. This student will attend a four-year college or university within North Carolina. This student was selected because _____

Committee Rep:	Name _____	Position _____
Committee Member:	Name _____	Position _____
Committee Member:	Name _____	Position _____
Committee Member:	Name _____	Position _____
Committee Member:	Name _____	Position _____

I have checked the application to ensure that the required attachments, listed on page 3 of the application, are included with the application. Please call me if you have any questions:

Committee Rep Signature/Telephone _____