



GRACE
TINSLEY
MEMORIAL
SCHOLARSHIP
PROGRAM

Charlottesville Promise Scholarship Preston Coiner Scholarship Grace Tinsley Scholarship

The Charlottesville Scholarship Program (CSP) and Grace Tinsley Memorial Scholarship Program offer eligible local residents an opportunity to apply for Charlottesville Promise, Preston Coiner, and Grace Tinsley Scholarships each year by **March 1st**.

Charlottesville Promise Scholarships are renewable awards that can fund up to \$9,000 of the cost of an undergraduate education. First-year awards are typically \$1,500.

Preston Coiner Scholarships are renewable for each year of a student's 2- or 4-year undergraduate education. Annual awards are calculated based on a percentage of the funds available in the Preston Coiner scholarship endowment. The Preston Coiner award for 2019 was \$5,000.

Grace Tinsley Scholarships are awarded for a student's first and second years of college. In 2019, first-year awards were \$2,500 and second-year awards were \$1,500.

Eligible applicants may use a single form to apply for one, two, or all three of these local scholarships.

PLEASE REFER TO THE ELIGIBILITY AND SUBMISSION REQUIREMENT CHARTS PROVIDED IN THIS PACKET FOR DETAILED APPLICATION INFORMATION FOR EACH SCHOLARSHIP.

CHS seniors applying for Charlottesville Promise, Preston Coiner, or Grace Tinsley Scholarships should submit their applications to the CHS Counseling Center by **March 1st**. If students need assistance completing the application and assembling the required supplemental documentation, they should notify Lois Burke (Lois.Burke@charlottesvilleschools.org, 434.245.2410) at the CHS Counseling Center and submit their materials to her no later than February 1st. This extra month is required to give the counseling staff adequate time to help students complete their applications by the March 1st deadline. Please plan accordingly!

Current college student and adult Charlottesville Promise Scholarship applicants, and Preston Coiner Scholarship applicants from high schools other than Charlottesville High School must submit applications directly to CSP either by US mail or email by **March 1st**. (Postmarked Deadline). **Electronic submission is strongly encouraged.**

Equal Opportunity Statement

In accordance with federal law and the law of the Commonwealth of Virginia, the Charlottesville Scholarship Program and Grace Tinsley Memorial Scholarship Program do not discriminate on the basis of age, race, religion, national origin, sex, sexual orientation, military status or disability.

It is each applicant's responsibility to submit complete and accurate application packets by the March 1st deadline. **Incomplete or late applications will not be considered.** Please be sure your name appears on all materials submitted on your behalf. Essays submitted for the Preston Coiner Scholarship should be the applicant's own work. All Social Security numbers should be redacted from all supporting documentation.

If you have questions or need assistance in completing the application, please leave a voice message at 434-987-8338 or send an email message to scholars@cvcillescholarship.com. The CHS Counseling Center is also available to assist CHS seniors with their applications.

Charlottesville Promise, Preston Coiner, and Grace Tinsley Scholarships may be used for tuition, fees, and other college expenses.

All scholarship winners must provide the following documentation before scholarship funds will be sent to the college, community college, or technical school the student will be attending:

- Signed Memorandum of Agreement and Acceptance of Scholarship form
- Copy of an official acceptance letter from the accredited two- or four-year college or technical school you will be attending
- College student identification number
- Copy/screenshot of your college tuition invoice
- Verification of Enrollment/Pre-Registration form signed by the college or school registrar
- Completed Student Contact Information form

Charlottesville Promise and Preston Coiner Scholars may apply for renewal of the scholarship for each subsequent year of their two- or four-year degree program or technical school certificate program. (See *Renewal Instructions* on the CSP website.) Charlottesville Promise and Preston Coiner scholarship recipients are expected to maintain satisfactory academic progress, to remain in regular contact with their assigned Navigator, and to report to the CSP Board of Directors as requested.

Grace Tinsley Scholars may apply for renewal of their scholarship for the second year of college. Renewing Grace Tinsley Scholars are expected to maintain satisfactory academic progress and to report to the Grace Tinsley Scholarship Committee as requested.

Grace Tinsley Memorial Scholarship

Eligibility Requirements		Submission Requirements
Does this apply to me? <input type="checkbox"/>	<input type="checkbox"/> Be a current CHS graduating senior	<input type="checkbox"/> Application —typed or clearly hand-written in blue or black ink
		<input type="checkbox"/> One-page Personal Statement —typed or clearly hand-written in blue or black ink
		<input type="checkbox"/> Resumé describing your work experience, skills, activities, achievements, and interests
	<input type="checkbox"/> Be a U.S. Citizen, Permanent Resident, or have DACA status	<input type="checkbox"/> High school, community college, and/or college Transcripts
	<input type="checkbox"/> Be income eligible (see <i>Income Eligibility Requirements</i>) Please redact all Social Security Numbers from submitted forms!	<input type="checkbox"/> Copy of your FAFSA and/or most recent Federal Income Tax Return of the person who claims you as a dependent
Application Deadline: March 1st		<input type="checkbox"/> Letter of Recommendation from a teacher, counselor, or non-family member who knows you well



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SCHOLARSHIP
PROGRAM

Charlottesville Promise Scholarship

Eligibility Requirements		Submission Requirements
<input type="checkbox"/> Does one of these apply to me?	<input type="checkbox"/> Be a current CHS graduating senior and a current City of Charlottesville resident or <input type="checkbox"/> Be a CHS graduate and a current City of Charlottesville resident or <input type="checkbox"/> Be a GED recipient of the Charlottesville Public School System and a current City of Charlottesville resident or <input type="checkbox"/> Be a current employee of the City of Charlottesville or <input type="checkbox"/> Be a current employee of the Charlottesville Public Schools	<input type="checkbox"/> Application —typed or clearly hand-written in blue or black ink <input type="checkbox"/> One-page Personal Statement —typed or clearly hand-written in blue or black ink <input type="checkbox"/> Resumé describing your work experience, skills, activities, achievements, and interests
	<input type="checkbox"/> Be a U.S. Citizen, Permanent Resident, or have DACA status	<input type="checkbox"/> High school, community college, and/or college Transcripts
<input type="checkbox"/> Be income eligible (see <i>Income Eligibility Requirements</i>) Please redact all Social Security Numbers from submitted forms!	<input type="checkbox"/> Copy of your FAFSA and/or most recent Federal Income Tax Return of the person who claims you as a dependent	
Note: Tuition-paying students at CHS are <u>not</u> eligible for this scholarship	<input type="checkbox"/> Letter of Recommendation from a teacher, counselor, or non-family member who knows you well	
Application Deadline: March 1st		

Preston Coiner Scholarship

Eligibility Requirements		Submission Requirements
<input type="checkbox"/> Does one of these apply to me?	<input type="checkbox"/> Be a graduating senior of a public or private high school in the City of Charlottesville or County of Albemarle and a current City or County resident or <input type="checkbox"/> Be a graduate of a public or private high school in the City of Charlottesville or County of Albemarle and a current City or County resident or <input type="checkbox"/> Be an adult who has established residency in the City of Charlottesville or County of Albemarle regardless of the high school from which the applicant graduated	<input type="checkbox"/> Application —typed or clearly hand-written in blue or black ink <input type="checkbox"/> One-page Personal Statement —typed or clearly hand-written in blue or black ink <input type="checkbox"/> An original Essay of 500-1000 words about Charlottesville or Albemarle County history
	<input type="checkbox"/> Be a U.S. Citizen, Permanent Resident, or have DACA status	<input type="checkbox"/> Resumé describing your work experience, skills, activities, achievements, and interests <input type="checkbox"/> High school, community college, and/or college Transcripts
<input type="checkbox"/> Be income eligible (see <i>Income Eligibility Requirements</i>) Please redact all Social Security Numbers from submitted forms!	<input type="checkbox"/> Copy of your FAFSA and/or most recent Federal Income Tax Return of the person who claims you as a dependent	
Application Deadline: March 1st		<input type="checkbox"/> Letter of Recommendation from a teacher, counselor, or non-family member who knows you well



GRACE
TINSLEY
MEMORIAL
SCHOLARSHIP
PROGRAM

Income Eligibility Requirements

The Charlottesville Scholarship Program (Charlottesville Promise Scholarships and Preston Coiner Scholarships) and the Grace Tinsley Memorial Scholarship Program (Grace Tinsley Scholarships) provide undergraduate scholarships to low- and moderate-income people in the Charlottesville community who wish to pursue post-secondary education, but who lack the financial resources to do so. To qualify for these need-based scholarships, the applicant's household income must be lower than the maximum moderate income for the applicant's family size, as shown on the guidelines below. Low income figures are provided as a reference only.

PLEASE BE SURE TO REDACT ALL SOCIAL SECURITY NUMBERS FROM ALL SUPPORTING DOCUMENTATION PROVIDED WITH YOUR APPLICATION!

Family Size	Low Income Maximum	Moderate Income Maximum
1	\$47,800	\$75,300
2	\$54,600	\$86,050
3	\$61,450	\$96,800
4	\$68,250	\$107,550
5	\$73,750	\$116,200
6	\$79,200	\$124,800
7	\$84,650	\$133,400
8	\$90,100	\$142,000



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TINSLEY
MEMORIAL
SCHOLARSHIP
PROGRAM

Charlottesville Promise, Preston Coiner, Grace Tinsley Scholarship Application

Type or print legibly in blue or black ink. Please read all directions carefully. If you meet the eligibility and submission requirements, you may apply for as many of the scholarships listed below as you wish.

- I am applying for: Charlottesville Promise Scholarship
 Preston Coiner Scholarship
 Grace Tinsley Scholarship

Name _____
Last
First
Middle

Permanent Address _____
Street
City
State
Zip Code

Home Telephone _____ Cell Phone _____ Primary Email Address _____

(Check one) Are you a U.S. Citizen? Permanent Resident? Do you have DACA status?

Date of Birth: _____ High School: _____ Year of graduation: _____

List the colleges and/or vocational programs you have applied to: _____ Check if accepted: _____

Academic/Vocational Interest(s): _____

List your work experience.

Job Title	Employer	City, State	Dates	Hours Per Week

I certify that the information I have provided on this application and on all supporting documentation is true and complete to the best of my knowledge. If required, I agree to provide proof of this information. If applying for the Preston Coiner Scholarship, I certify that the essay I have submitted is my own original work. I realize that if all required documentation is not submitted by the posted deadline, I will not be considered for a Charlottesville Promise, Preston Coiner, or Grace Tinsley Scholarship. If I receive a scholarship, the Charlottesville Scholarship Program and/or Grace Tinsley Scholarship Program may make public my name (and that of my parent(s), guardian(s), or spouse, if applicable), the amount of the scholarship, the school I will be attending, and a brief summary of my qualifications and plans. I also agree to be contacted by CSP/Grace Tinsley representatives as appropriate. This agreement will be in effect as long as I am a scholarship recipient.

Applicant's Signature

Date

Parent's Signature (if applicant is under 18)

Date



GRACE
TINSLEY
MEMORIAL
SCHOLARSHIP
PROGRAM

Charlottesville Promise, Preston Coiner, Grace Tinsley Scholarships

Name: _____

Personal Statement: *One-page personal statement that describes your goals for the future, special or unusual circumstances you have faced, financial need and/or any other important information you would want the scholarship committee to know. You may use this page or attach a separate typed statement with your full name at the top.*



GRACE
TINSLEY
MEMORIAL
SCHOLARSHIP
PROGRAM

Charlottesville Promise, Preston Coiner, Grace Tinsley Scholarships

Letter of Recommendation

Part 1: To be completed by applicant

Applicant's Name _____ Social Security # _____ (last four digits)

Address _____

Telephone _____ Cell Phone _____ E-mail _____

High School _____ Year Graduated _____

Program and school in which I plan to enroll _____

I am applying for: Charlottesville Promise Preston Coiner Grace Tinsley

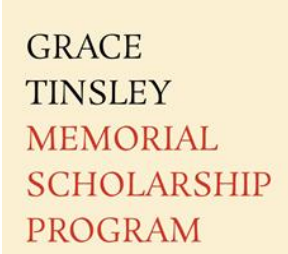
___ I waive my rights to see the letter of recommendation, in which case such letters will be held in strict confidence.

___ I do not wish to waive my rights to see the letter of recommendation, and the recommender understands that I have the right to inspect it.

The applicant's decision on whether to waive the right to inspect the letter will not affect consideration of the application.

Signature of Applicant

Date



Charlottesville Promise, Preston Coiner, Grace Tinsley Scholarships

Letter of Recommendation for _____

Part 2: To be completed by person providing recommendation

The applicant is applying for a Charlottesville Promise, Preston Coiner, and/or Grace Tinsley Scholarship, which are intended for low- to moderate-income residents of the City (County residents are eligible for the Preston Coiner Scholarship only) who plan to attend two- or four-year undergraduate colleges or enroll in vocational training programs. Please complete this form or attach a separate statement.

Thank you for helping us to evaluate the applicant's qualifications for these scholarships.

Your Name _____

School or Organization _____ Title _____

Address _____

Telephone _____ Email _____

How long have you known the applicant? _____

In what capacity have you known the applicant? _____

Please comment on the applicant's qualifications to complete the academic or vocational program that he or she is about to undertake.

Why do you believe the applicant would be a worthy recipient of a Charlottesville Promise, Preston Coiner, and/or Grace Tinsley Scholarship? _____



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SCHOLARSHIP
PROGRAM

Charlottesville Promise, Preston Coiner and Grace Tinsley Scholarships

Letter of Recommendation for _____

Is there anything else you would like to tell us about the applicant? _____

Thank you! For adults or college students applying for a Charlottesville Promise or Preston Coiner Scholarship, or for high school seniors applying for a Preston Coiner Scholarship who attend schools other than CHS, please return this form by **March 1st** to:

Charlottesville Scholarship Program
P.O. Box 1221

Charlottesville VA 22902

scholars@cillescholarship.com

Electronic submissions are strongly encouraged.

For CHS seniors applying for a Charlottesville Promise, Preston Coiner, or Grace Tinsley Scholarship, please return this form by March 1st to:

Lois Burke

Charlottesville High School Counseling Center

Lois.Burke@charlottesvilleschools.org

434.245.2410

For assistance with adult applications or applications from high school students not attending CHS (Preston Coiner Scholarship only), please leave a voice message at 434-987-8338 or send an email message to scholars@cillescholarship.com.

For assistance with applications from CHS seniors, please contact Lois Burke in the Charlottesville High School Counseling Center at Lois.Burke@charlottesvilleschools.org, 434.245.2410.



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Preston Coiner Scholarship

Name: _____

Essay: *Please attach to this cover sheet a typed essay of 500-1,000 words about Charlottesville or Albemarle County history. This essay **must** be your own original work, as confirmed by your signature on the application page. You should thoughtfully write and carefully edit and proofread your essay, making sure you have adhered to the word limit. Please put your full name at the top of your essay.*