

**Department of Michigan American Legion Auxiliary**  
**Plan of Action Education Program, 2016-2017**  
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**The Education Program and the 2014-2019 Centennial Strategic Plan — Through classroom activities, literacy programs, scholarship promotion and support of education beyond high school, ALA members build brand loyalty and awareness of the ALA's mission (Goal 5) through their education-related community service projects.**

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## **What is this program, and why do we have it?**

The Education Program promotes the American Legion Auxiliary's role in providing quality education for children and adults through classroom activities, literacy programs, scholarship promotion and support of education beyond high school, especially for military children.

## **What Can You Do?**

- 1. Enhance respect for the sacrifices of our military heroes among schoolchildren by scheduling Veterans in Community Schools programs at local schools. See enclosed how to sheet.**

*(Note: This program was previously called Veterans in the Classroom.)*

### **Ideas:**

#### **Member**

- Locate a veteran willing to share his/her experience with school children. Attend a post meeting or ask around the clubroom for a volunteer.
- Contact your local schoolteachers or principals to see if they would be interested in hosting a Veterans in Community Schools event.
- Volunteer to provide transportation to and from the school for the veteran speaking in community schools.
- Wear your American Legion Auxiliary apparel when you visit schools.

#### **Unit**

- Collaborate with your local American Legion post to present Veterans in Community Schools within your local schools.
- Promote your Veterans in Community Schools event through local media and on your own social media accounts.

#### **Department**

- Encourage units to collaborate with their American Legion post to present Veterans in Community Schools programs in their communities.
- 2. Promote American Legion Auxiliary scholarships, and award local scholarships at the department and unit levels.**

### **Ideas:**

#### **Member**

- Contact the person at your local high school who handles scholarship opportunities. It will typically be a guidance or career counselor. Ask if you can send them information about national, department and unit American Legion Auxiliary scholarship opportunities.
- Make copies of any scholarship applications (found at [www.ALAforVeterans.org/Scholarships](http://www.ALAforVeterans.org/Scholarships)), and provide them to schools that request them.
- Volunteer to be on the scholarship selection committee.
- Make a donation to American Legion Auxiliary education scholarship funds:
  - Children of Warriors National Presidents' Scholarship Fund
  - Spirit of Youth Scholarship Fund
  - ALA Foundation at [www.ALAFoundation.org](http://www.ALAFoundation.org)
  - Department, district or unit scholarships

## Unit

- Assign a member to communicate with schools regarding scholarship applications.
- Create a Unit Scholarship Fund to award scholarships to local students.
  - Refer to “How to Create a Unit Scholarship Fund” following this program Plan.
- Prepare a news release with scholarship information for local media and your post/unit newsletter.
- Form a committee to select scholarship winners.
- Publicize the winners of ALA scholarships at a school presentation and in the media.
- Please keep track of the total number of applications received for any national scholarship, and pass that information on to your department Education chairman.

## Department

- Promote scholarship information. National scholarship applications are available at [www.ALAforVeterans.org/Scholarships](http://www.ALAforVeterans.org/Scholarships).
  - Post these applications to your department website (linking them back to the national website) along with your department scholarships.
- Please keep track of the total number of applications received for any national scholarship, and pass that information on to your division Education chairman.

### 3. Support Give 10 to Education, American Education Week and Teacher Appreciation Week.

#### Ideas:

#### Member

- Participate in the Give 10 to Education program by purchasing items to distribute to schools.
  - Place a poster with a collection box at local sites (i.e., grocery stores, banks, senior centers, post office), and invite local residents to donate.
  - Save Box Tops for Education and Labels for Education® and send them to local schools. Most schools participate in these programs.
- Promote Teacher Appreciation Week (May 1-5, 2017)
  - Send cards to your local school’s teachers.
  - Donate resources that teachers or needy children may need.
- Promote American Education Week (November 14-18, 2016)
  - Send a card to all local school staff thanking them for the work they do. Include all school personnel with whom children interact (i.e., bus drivers, custodians, etc.).
  - A sample card may be found on the Education page of the Members Only section at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

#### Unit

- Participate in the Give 10 to Education program by soliciting items from members to distribute to the schools in your district. Contribute supplies to local classrooms.
- Participate in American Education Week (November 14-18, 2016). Remember to recognize all school personnel, not just teachers.
- Promote Teacher Appreciation Week (May 1-5, 2017) by reaching out to teachers, and ask how your unit can enhance their school curriculum.
  - Find out if there are any needy children, and figure out what resources your unit can provide to the student.
- Educate school administrators on how the American Legion Auxiliary can have a positive impact on students.

## **Department**

- Endorse the Give 10 to Education program, an Auxiliary program that promotes the collection of school supplies for local schools in increments of 10.
- Encourage participation in American Education Week (November 14-18, 2016).
- Promote Teacher Appreciation Week (May 1-5, 2017).
  - Encourage units to plan teacher recognition events at local schools.

## **4. Assist and support veterans pursuing higher education and vocational education.**

### **Ideas:**

#### **Member**

- Contact a campus student veterans group at colleges and universities in your community to volunteer. The VA counselor at the college can assist you in locating the veterans groups.
- Sign up to receive The American Legion's Legislative Action Alerts, and support the alerts regarding the GI Bill.

#### **Unit**

- Collaborate with a campus student veterans group at colleges and universities in your community.
  - Arrange for your post home to be available for off-campus events/chapter meetings.
- Provide information/handouts to members on organizing and delivering presentations on career and life skills topics to student veterans.
- Promote events through local media and your own social media accounts.
- Encourage members to sign up to receive The American Legion's Legislative Action Alerts, and support the alerts regarding the GI Bill.

## **Department**

- Give suggestions on how a unit can collaborate with a campus student veterans group at colleges and universities in your department.
- Provide information/handouts to units on organizing and delivering presentations on career and life skills topics to student veterans.
- Promote the American Legion Auxiliary Non-Traditional Student Scholarship, available for students who are returning to the classroom after some period of time.
- Share and support The American Legion's Legislative Action Alerts, particularly the alerts regarding the GI Bill.

## **5. Assist and support military children with educational opportunities.**

### **Ideas:**

#### **Member/Unit**

- Provide your local school with a copy of the Educator's Guide to the Military Child
- During Deployment: [www2.ed.gov/about/offices/list/os/homefront/homefront.pdf](http://www2.ed.gov/about/offices/list/os/homefront/homefront.pdf)
- Inform schools of a free tutoring website for military children: [www.tutor.com/military](http://www.tutor.com/military)
- Provide information on the ALA Children of Warriors National Presidents' Scholarship

## Department

- Provide units with resource tools/guidelines to assist schools in working with military children at their local level. Resources are available at [www.militarychild.org/parents-and-students/resources](http://www.militarychild.org/parents-and-students/resources).

## Education Reporting

### Mid-Year Reports

Mid-Year reports reflect the program work of units in the department. Each department Education chairman is required to submit a narrative report by **January 5, 2017**, to the division Education chairman at her address found on the front page of this program Plan, and copy the national Education chairman.

### Year-End Reports

Annual reports reflect the program work of units in the department. Each department Education chairman is required to submit a narrative report by **May 15, 2017**, to the division Education chairman at her address found on the front page of this program Plan, and copy the national Education chairman. Members and units should follow their department's protocol and deadlines.

### **As part of your Narrative Report, please include answers to the following questions:**

- Did member/units participate in Teacher Appreciation Week? How?
- How was Give 10 participation recognized in your department?
- Describe how Veterans in Community Schools programs were presented?
- If units actively support veteran's associations on campus, describe their activities?
- What types of help did units give a needy student?
- How did units/department recognize scholarship winners?
- How many scholarship applications were received for national scholarships?

## Scholarships

1. Children of Warriors National Presidents' Scholarship - Awarded to children of veterans who served in the armed forces during the eligibility dates for The American Legion. One \$3,500 scholarship, one \$3,000 scholarship and one \$2,500 scholarship will be awarded in each division. Fifteen outstanding students will be awarded a total of \$45,000 to further their higher education. The applicant must complete 50 hours of community service during his/her high school years to be eligible for one of these scholarships. **See the application rules sheet in this program Plan for information.**
2. The Non-Traditional Student Scholarship - One scholarship in the amount of \$2,000 will be awarded in each American Legion Auxiliary division. Applicant must be a member of The American Legion, American Legion Auxiliary or Sons of The American Legion and shall have paid dues for the two preceding years and for the calendar year in which the application is made. **See the application rules sheet in this program Plan for information.**
3. Spirit of Youth Scholarship - One Junior member in each division will receive a scholarship valued at \$5,000. The applicant must have held membership in the American Legion Auxiliary for the immediate past three years, hold a current membership card and continue her membership in the American Legion Auxiliary during the four-year scholarship period. **See the application rules sheet in this program Plan for information.**

## Education Awards

Each award entry must include a cover sheet, which can be found at the end of this program Plan.

**Member Award:** Give 10 to Education

**Type of Award:** Printable citation

**Presented to:** Those who have participated in Give 10 to Education

**Materials and Guidelines:**

- Recognition certificates are available to download and print at [www.ALAforVeterans.org](http://www.ALAforVeterans.org) on the Education Program webpage.

**Unit Award:** Most Outstanding Unit Education Program

**Type of Award:** Citation plaque

**Presented to:** One-unit Education chairman

**Materials and Guidelines:**

- Entries must include the award cover sheet found in this program Plan.
- Presented to a unit Education chairman.
- The entry must be typewritten in narrative format, not to exceed 1,000 words, describing specific examples of how your unit worked the Education program.
- Include pictures, clippings, scrapbooks, folders, etc.
- Due to the national Education vice chairman by June 1, 2017. Refer to the listing of the committee in the front of this Plan for address.

**Unit Award:** Most Outstanding Veterans in Community Schools Program

**Type of Award:** Citation plaque

**Presented to:** One unit Education chairman

**Materials and Guidelines:**

- Entries must include the award cover sheet found in this program Plan.
- Presented to a unit Education chairman for the most outstanding Veterans in Community Schools program.
- The entry must be typewritten in narrative format, not to exceed 1,000 words.
- Include pictures, clippings, scrapbooks, folders, etc.
- Due to the national Education chairman by June 1, 2017. Refer to the listing of the committee in the front of this Plan for address.

**Unit Award:** Honoring the Service of Our Military

**Type of Award:** Citation plaque

**Presented to:** One unit Education chairman

**Materials and Guidelines:**

- Entries must include the award cover sheet found in this program Plan.
- Presented to a unit Education chairman for the most outstanding promotion of education for military children.
- The entry must be typewritten in narrative format, not to exceed 1,000 words.
- Include pictures, clippings, scrapbooks, folders, etc.
- Due to Diane Rousseau, Education committee member by June 1, 2017. Refer to the listing of the committee in the front of this program for address.

**Department Award:** Most Outstanding Department Education Program

**Type of Award:** Engraved Plaque

**Presented to:** One department Education chairman

**Materials and Guidelines:**

- Entries must include the award cover sheet found in this program Plan.
- Presented to the department Education chairman.
- The entry must be typewritten in narrative format, not to exceed 1,000 words, describing specific examples of how your department worked the Education program.
- Include pictures, clippings, scrapbooks, folders, etc.
- Due to your national Education chairman by June 1, 2017. Refer to the listing of the committee in the front of this Plan for address.

**How To Sheets**

- How to Organize a Veterans in Community Schools Event
- How to Create a Unit Scholarship Fund

**Additional Resources You Can Use**

1. [www.ALAforVeterans.org/Programs/Education](http://www.ALAforVeterans.org/Programs/Education) for more how to sheets and other support tools.
2. American Legion Auxiliary scholarship applications:  
[www.ALAforVeterans.org/Scholarships](http://www.ALAforVeterans.org/Scholarships)
3. Educational resources through the Americanism and Children & Youth Commission of The American Legion: [www.legion.org/education](http://www.legion.org/education)
4. Free online tutoring for military children: [www.tutor.com/military](http://www.tutor.com/military)
5. Student Veterans of America: [www.studentveterans.org](http://www.studentveterans.org)
6. Your national committee members (see front page of this program Plan).

# HOW TO CREATE A UNIT SCHOLARSHIP FUND

**Committee:**  
Education

**Submitted by:** Norma Tramm, National Education Chairman

**Contact Information for Questions:** ntramm@juno.com; education@ALAforVeterans.org

**Promote American Legion Auxiliary scholarships, and award local scholarships at the department and unit levels.**

*Though examples of criteria are provided, the units must formulate criteria that work for them.*

Provide a designated fund for scholarship monies.

- **Set dollar amount for scholarship**
  - Determine a funding source for the scholarship
- **Set criteria for applicants:**
  - Relationship to a veteran and/or Auxiliary member (child, spouse, widow/widower, grandchild, great-grandchild, etc.)
  - Membership in American Legion Auxiliary, The American Legion, Sons of The American Legion
  - Residency (applicant must reside in state and/or be a state resident; applicant must be a member of the department American Legion Family)
  - Is financial need a criterion (applicant must show financial need to continue higher education), or not?
  - Is there a GPA requirement?
  - Does the applicant need to be a senior in high school, or can they be a returning student?
  - What institution of higher learning does the applicant intend to attend (the school selected needs to be/does not need to be in state; it is an accredited school)?
  - Due date for application
- **Determine the information needed/wanted on the scholarship application:**
  - Completed application (name, address, city, state, zip, telephone number, date of birth, membership number, name of veteran through which eligibility is gained, relationship to veteran)
  - Essay and criteria/topic/word length, typed and double-spaced
  - Signature of the sponsoring American Legion Auxiliary unit president
  - Is community service a requirement (receive verification of service)?
    - If so, determine the number of hours needed and when they can be performed (during high school career, during last 12 months)
  - Verification of the relative's or applicant's military service
- **Information from a high school applicant:**
  - Letters of recommendation (from school faculty, administrators, guidance counselor, pastor, community members, not from relatives)
  - Education information (cumulative GPA, rank in class, transcript, scores from SAT/PSAT/ACT)
- **Information from a college applicant:**
  - Letters of recommendation (from school faculty, administrators, guidance counselor, pastor, community members, not from relatives)
  - Education information (cumulative GPA, transcript of all classes taken to date)
- **Judging:**
  - The judges' decision is final
  - The judges determine the scholarship to be awarded
  - Determine judging criteria and rubric prior to judging applications



- **How many scholarships may the applicant receive in a year and over a lifetime?**
  - Scholarships are made on a one-time-only basis (one scholarship in the applicant's lifetime)
  - Scholarships are nonrenewable
- **Awarded scholarship:**
  - How/when will applicant be notified of scholarship decisions?
  - Will scholarship be awarded to student or to the school's financial aid office?
  - Will the scholarship be awarded prior to the first college semester, after the first semester, or split between the two semesters?
  - Does the scholarship need to be used within a certain period of time?

## How to Organize a Veterans in Community Schools Event

### **Background Information on *Veterans in Community Schools*:**

Veterans in Community Schools is an activity endorsed by The American Legion that brings history to life by connecting military veterans with students in classrooms or at school assemblies in conjunction with history lessons about World War II, The Korean War, The Vietnam War or Operation Enduring Freedom/Operation Iraqi Freedom. The ever-decreasing numbers of healthy veterans from World War II points to the fleeting nature of the opportunity to pass on these important lessons.

Veterans are important pieces of American history. The American Legion Family believes accounts of their experiences while in uniform and as a result of their military service should be preserved and shared with others. Veterans have witnessed monumental events in history. They can help students learn from and appreciate the sacrifices individuals and their families have made.

In addition to sharing their experiences, veterans may also discuss a wide range of topics including how to help a family who has a deployed military service member, how to show support for the troops, proper respect for the flag, or why The American Legion Family was formed and what it stands for. Also, veterans' sharing of their military experience with an appreciative audience can help them heal psychological wounds from combat, deployment or family separation. Veterans who have spoken to students generally describe the experience as a rewarding and personally satisfying experience.

### **Steps for Organizing a Veterans in Community Schools Activity:**

Participation in The American Legion's Veterans in Community Schools program is a suggested activity in the American Legion Auxiliary's 2016-2017 Education Programs Action Plan. It can be reported for either the Education or VA&R program. Please only report each program one time.

Follow these steps to organize a Veterans in Community Schools event at a school(s) in your community.

## 1) Identify and Contact School(s)

- a. Contact a school or schools in your local community and offer to organize a Veterans in Community Schools event for a classroom, grade level, or student-body assembly. Reach out to the school principal first, either by an in-person visit, telephone or email. You may choose to select an elementary, middle or high school; you can alter your activities to accommodate a wide range of age groups. The most effective way is to have someone connected to the school (a parent or friend of a teacher,) make the approach.

## 2) Propose an Activity Plan

- a. The school official may refer you to a classroom teacher or to a department chair.

If so, work with the teacher or chair to develop the activity into an educational program for students. Discuss with them how veterans can contribute to the students' understanding of military service and/or U.S. history. Provide additional resources (found below) for teachers, as they may want to introduce key concepts to students in their lesson plans in preparation for the activity.
- b. Work with the school to identify the most suitable time, venue, and format of the activity. You could host the event in a classroom, cafeteria, auditorium, or gymnasium. The size of the venue will depend on the number of veterans and the size of the audience.
- c. Propose to hold the Veterans in Community Schools activity on or around Veterans Day (November 11 each year) or Memorial Day, but do not limit yourself to those time periods if that time frame does not suit the school calendar.
- d. Depending on the average age of the audience, you may want to develop a set of guidelines for the event. In addition to hearing about veteran experiences, different age groups may be interested in other information as well. Elementary/middle school students may be interested in flag education and citizenship; high school students may be interested in the role of the military in today's society, a more in-depth exploration of the veteran's experience, the Veterans History Project of the Library of Congress, and volunteer service opportunities that are offered by the Legion Family.
- e. Offer to show the Legion's 23-minute video "America's Veterans," which discusses who veterans are, how and why we honor veterans, what we can learn from the lives of veterans, and the rights and responsibilities of citizenship. The video is available at [www.emblem.legion.org](http://www.emblem.legion.org). Note that the teacher or department chair will wish to view the video in advance of it being shown to students.
- f. Offer to create handouts or supplemental materials about veterans for students to take home for themselves and their family members. Note that the school official will likely need to review and approve the materials being proposed for distribution to students or family members. Materials can contain information about the Legion Family (such as a web address), but should not overtly promote membership since that is not the purpose of this activity.
- g. Identify and assign roles to participants, such as greeter, ALA or Legion representative and moderator. While service members don't necessarily expect civilians to address them by their military title, it is a nice courtesy to know the proper address.

### **3) Identify Veterans for Speaking Roles**

- a. Once the possible dates have been selected with the school, identify one veteran or group of veterans from the appropriate war era who would be willing to speak about their experiences, or other topics suggested by the school. Note that some veterans may prefer to speak to older or younger audiences depending on how the activity is structured
- b. There are many ways to find veterans who may be willing to participate. First, ask the family member(s) of those that belong to the American Legion Auxiliary. Second, contact the commander or a commission chairman of the Legion post. Third, ask the school if a staff member is a veteran and wishes to speak, or if they are aware of a parent or family member with military experience.
- c. Try to connect specific historical incidents with those veterans who may have served in that theater or at that time in history.
- d. Try to invite veterans from more than one branch of the armed forces and different periods of conflict. A wide array of speakers will give students an opportunity to hear many kinds of experiences.

### **4) Prepare the Veteran(s) and Audience**

- a. Ask each veteran if there are topics they wish to discuss or not discuss. Work with the teachers to develop guidelines for students to respect the veterans' wishes.
- b. It is common for young people to want to ask a military service member if they have killed anyone. Teachers should discuss this in advance, requesting that students refrain from asking this question out of respect for the service member.
- c. Below is a list of potential questions and talking points to review with your veteran(s) in advance. It may even be helpful to assign questions to students at the event.
  - When and where did you serve?
  - Why did you join the service? What branch?
  - Why did you pick the branch that you were in?
  - What did it feel like to be in the service?
  - Would you demonstrate a proper salute?
  - What was boot camp like?
  - What were your job assignments?
  - What are some of your memorable experiences?
  - What did you do for entertainment?
  - Where did you travel during service?
  - Any humorous or unusual events?
  - What did you do in the days and weeks after you returned?
  - Did you form any close friendships, and do you still stay in touch?
  - Are you a part of any veterans' organizations?
  - Did your military experience influence your views on today's military and war?
  - How did the service affect your life?
  - What values did you learn from your experience?

## **5) Implement the Activity Plan**

- a. Follow the agenda you have laid out through careful planning and consultation with the school official and staff.
- b. If time, space and resources allow, consider hosting a small reception for the veterans, school officials, key faculty, and a representative or a few of the student body to continue their conversations and exchange information.

### **Sample Agenda**

1. Assemble the students and veterans.
2. Welcome students and veterans to the activity. Give a brief overview of the project's purpose and introduce the veterans.
3. Say the Pledge of Allegiance and/or have a local ROTC display the U.S. flag.
4. Allow for a few remarks from any distinguished or notable guests you may have invited (e.g. Mayor, member of Congress, etc.)
5. Allow the veterans to introduce themselves. After they have given brief introductory remarks, begin the Q&A session.
6. Pass out slips with a few sample questions (see below) to some willing students to help get the questions started. The conversation may take on many different tones depending on the types of questions asked.
7. Thank each veteran for participating and allow for individual remarks if they have any. If you wish to present each veteran with a gift, now would be the best time to do so.
8. Consider saying the Pledge of Allegiance again to see if you hear the words differently in light of the presentation.
9. Close out the project or event with a culminating 'Thank You' to all participants.

## **6) Follow-up with Veteran(s) and School(s)**

- a. Send thank-you notes to the school leader and faculty. Ask if they would like to continue with the program in the future.
- b. Provide the school leader with information about the Legion Family and Legion Family programs and resources for veterans, veteran and military families, and the general community, so that he/she may make referrals of students and their families to Legion Family programs and services.
- c. Send thank-you notes to veteran speakers. Ask the veterans if they would be willing to be added to a list of willing speakers for future Veterans in Community Schools activities.

### **Promote ALA and Report Your Impact:**

The ALA encourages members to identify themselves as such. When interacting with teachers, parents and veterans, however, it is important that members not push ALA membership aggressively, as that is not the primary purpose of this activity. Please, do feel free to wear ALA apparel and mention why you value association with The American Legion Family is appropriate. Please also be sure to report your volunteer activities and hours to your unit's Education or VA&R committee chairman.

**Additional Ideas:**

Assign a unit member to take pictures or video during the activity, provided the school and the veterans consent to this documentation.

- Assign a unit member to prepare an article or blog post of the event for the unit and post publications.
- Gather publicity generated by students and schools themselves, such as news articles in the school newspaper or online postings, student essays written for class assignments, or thank you notes from students. Re-publicize this material, with the authors' permissions, in your unit or department communications.
- Be sure to report your Veterans in Community Schools activities in your individual or unit impact report to the unit's Education or VA&R Committee chairman.

**Resources:**

- **America's Veterans Teacher Guide**, *The American Legion*
  - <http://www.legion.org/documents/pdf/veterans.pdf>
- **Veterans Day Teacher Resource Guide**, *U.S. Department of Veterans Affairs*
  - <http://www.va.gov/opa/vetsday/schoolkit.asp>
- **Promoting Historic Preservation in Community Schools**, *The History Channel*
  - [http://www.history.com/images/media/interactives/promote\\_historic\\_preservation.pdf](http://www.history.com/images/media/interactives/promote_historic_preservation.pdf)
- **Our Veterans: Sharing Their Stories**, *The History Channel*
  - <http://www.history.com/images/media/pdf/OurVeteransOurStories.pdf>
- **Veterans History Project**, *U.S. Library of Congress*
  - <http://www.loc.gov/vets/>



## American Legion Auxiliary 2016-2017 National Award Cover Sheet

This cover sheet should be attached to each narrative submitted for a national award. Please fill out the information as completely and accurately as possible.

Award certificates will be completed using the information given on this sheet, so please write carefully. All awards will be mailed to the department office after national convention. Department presidents may wish to recognize award recipients by presenting them at a department function.

National committee sponsoring award: \_\_\_\_\_

Type of Award:       Department       Unit       Member

Name of the award you are applying for: \_\_\_\_\_

**Complete the following if you are applying for a department award:**

Name of department: \_\_\_\_\_

Name of department chairman: \_\_\_\_\_

Chairman's phone number: (\_\_\_\_\_) \_\_\_\_\_ ALA member ID#: \_\_\_\_\_

Chairman's email address: \_\_\_\_\_

**Please complete the following if you are applying for a unit award.** Be sure to give the complete name of your unit. The award certificate will be prepared using the information you include below.

Unit #: \_\_\_\_\_ Full official unit name: \_\_\_\_\_

Name of department: \_\_\_\_\_

Unit president/chairman (circle one) name: \_\_\_\_\_

Phone number: (\_\_\_\_\_) \_\_\_\_\_ ALA member ID#: \_\_\_\_\_

Email address: \_\_\_\_\_

**Please complete the following if you are applying for a member award.** Be sure to give the complete name of the member. The award certificate will be prepared using the information you include below.

Unit #: \_\_\_\_\_ Full official unit name: \_\_\_\_\_

Name of department: \_\_\_\_\_

Member Name: \_\_\_\_\_ ALA member ID#: \_\_\_\_\_

Nominating Member (if different from above): \_\_\_\_\_

Nominator's Phone number: (\_\_\_\_\_) \_\_\_\_\_

Nominator's Email address: \_\_\_\_\_



**AMERICAN LEGION AUXILIARY  
SPIRIT OF YOUTH SCHOLARSHIP FOR JUNIOR MEMBERS  
2017**

Five scholarships in the amount of \$5,000 will be awarded for 2017. One scholarship will be awarded in each division of the American Legion Auxiliary. All are gift scholarships and not loans.

**RULES**

1. Candidates for this award shall be/shall have been Junior members of the American Legion Auxiliary for the past three consecutive years and must hold a membership card for the current (2017) year. Applicant must continue her membership in the American Legion Auxiliary during the four-year-scholarship period.
2. Applicants must be in their senior years of high school.
3. This is a four-year scholarship to attend an accredited institution of higher education. Applicants must be of good character and have grades which meet entrance requirements at the institution of their choice. Applicants must have at least a 3.0 GPA on a 4.0 scale.
4. Applicants must present the completed application to their **local American Legion Auxiliary unit president ON OR BEFORE MARCH 1, 2017.**
5. Judging, at all levels, shall be on the following basis:

Character/Leadership	30%
Essay/Application	30%
Scholarship	40%

**THE DECISION OF THE JUDGES SHALL BE FINAL.**

6. Use of the scholarship must begin **within 24 months of the date the winner receives notification by National Headquarters.** Additionally, National Headquarters must receive certification from the college of the winner's enrollment within 12 months of notification.
7. The first half of the award (\$2,500) will be paid directly to the school at the beginning of the first semester when the student enrolls. There shall be no money paid to the school for the ensuing semesters until notification of re-enrollment has been received from the school. Notification from the school must include verification of a B (3.0) average. If the winner discontinues his/her education or membership in the American Legion Auxiliary before completing four years of study (eight semesters), the balance of the scholarship will be forfeited. The winner will have six years from the date of high school graduation to utilize the scholarship funds



## APPLICATION PACKET REQUIREMENTS

1. Completed application packet for the Spirit of Youth Scholarship for Junior members.
2. The following four letters of recommendation are required:
  - a. One letter from either the principal or guidance counselor of the school from which the applicant will graduate, to include size of class and student's position in the class and the cumulative grade point average.
  - b. One letter from a clergyman/clergywoman of the applicant's choice.
  - c. Two letters from adult citizens, other than relatives, attesting to the applicant's character in regard to conduct, citizenship and leadership.
3. An original essay consisting of no more than 1,000 words (typed, double-spaced). The title of the essay will be "**How pride in country, community, school and family directs my daily life.**"
4. A certified high school transcript or photocopy of the certified transcript.
5. A copy of ACT or SAT test scores.
6. A copy of the FAFSA (Free Application for Federal Student Aid), or a copy of the FAFSA Summary Report and Confirmation Page, or the FAFSA Student Aid Report (SAR).
7. Please be sure to attach other required materials to this application and submit to the president of the American Legion Auxiliary unit in the community in which you reside **NO LATER THAN MARCH 1, 2017.**





**AMERICAN LEGION AUXILIARY  
SPIRIT OF YOUTH SCHOLARSHIP FOR JUNIOR MEMBERS  
2017 APPLICATION**

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone No. \_\_\_\_\_ (Home) \_\_\_\_\_ (Cell)

Date of Birth \_\_\_\_\_ Membership # \_\_\_\_\_

Date of Enrollment in American Legion Auxiliary \_\_\_\_\_

Name of veteran through whom applicant is eligible for membership in American Legion Auxiliary:

\_\_\_\_\_

Relationship to Veteran \_\_\_\_\_

Proposed date of graduation from high school \_\_\_\_\_

Name of college or university you hope to attend:

\_\_\_\_\_

NOTE: Please be sure to attach other required materials to this application and submit to the president of the American Legion Auxiliary unit in which your membership is recorded

**NO LATER THAN MARCH 1, 2017.**

**Please answer the following questions in a separate document and attach to application.**

- a) Why would be receiving this scholarship be important to you? Please explain.
- b) What course of study do you plan to pursue and why?
- c) Describe your involvement in school, church and community activities.
- d) Why do you think the United States' patriotic organizations such as the American Legion Auxiliary are important to the world today?



## THIS PORTION TO BE COMPLETED BY THE SPONSORING UNIT

(PLEASE TYPE OR PRINT)

EACH UNIT WILL BE RESPONSIBLE FOR VERIFYING ALL NECESSARY INFORMATION IN THE APPLICANT'S PACKET.

1. Judging, at all levels, shall be on the following basis:

Character/Leadership	30%
Essay/Application	30%
Scholarship	40%
2. No unit may enter more than one candidate in the department competition.
3. The winning entry for each unit shall be certified by the American Legion Auxiliary unit president and unit secretary or unit Education chairman and forwarded to the department secretary to be received **ON OR BEFORE MARCH 15, 2017.**
4. Participation in this scholarship program shall be on a voluntary basis in all units.
5. Should an entry be received and no unit affiliation is available, then the application should be judged in the department headquarters unit.

Unit Name and Number \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

\_\_\_\_\_  
*Signature of Unit President*

\_\_\_\_\_  
*Signature of Unit Secretary or  
Unit Education Chairman*



**THIS PORTION TO BE COMPLETED BY THE DEPARTMENT (STATE)**

**(PLEASE TYPE OR PRINT)**

EACH DEPARTMENT WILL BE RESPONSIBLE FOR VERIFYING ALL NECESSARY INFORMATION IN THE APPLICANT'S PACKET.

1. Judging, at all levels, shall be on the following basis:

Character/Leadership	30%
Essay/Application	30%
Scholarship	40%

2. Each department is restricted to submitting one candidate to the division competition.
3. The winning entry for each unit shall be certified by the American Legion Auxiliary department president and the department secretary or department Education chairman and forwarded to the respective division Education chairman to be received **ON OR BEFORE APRIL 1, 2017.**
4. Participation in this scholarship program shall be on a voluntary basis in all departments.

DEPARTMENT \_\_\_\_\_

DIVISION \_\_\_\_\_

\_\_\_\_\_  
*Signature of Department President*

\_\_\_\_\_  
*Signature of Department Secretary or  
Department Education Chairman*

The division Education chairman and two qualified judges shall make the final decision on the winner. She shall certify the name of the winner and send the complete application packet to the national Education chairman **on or before April 15, 2017.** The national Education chairman shall certify the names of the winner to National Headquarters.



**AMERICAN LEGION AUXILIARY SCHOLARSHIP FOR  
NON-TRADITIONAL STUDENTS  
2017**

One scholarship in the amount of \$2,000 will be awarded in each division of the American Legion Auxiliary. All are gift scholarships and not loans.

**RULES**

1. Applicant must be a current member of The American Legion, American Legion Auxiliary, or Sons of The American Legion and shall have paid dues for the two preceding years and for the calendar year in which application is made.
2. Applicants must be:
  - a. a non-traditional student returning to the classroom after some period of time in which his/her formal education was interrupted
  - b. a non-traditional student who is just beginning his/her education at a later point in life
3. American Legion Auxiliary Spirit of Youth Scholarship recipients are not eligible.
4. Applicants must present the completed application to their **local American Legion Auxiliary unit president ON OR BEFORE MARCH 1, 2017.**
5. Judging, at all levels, shall be on the following basis:

Character/Leadership	25%
Initiative/Goals	25%
Financial Need	25%
Scholarship	25%

**THE DECISION OF THE JUDGES SHALL BE FINAL.**

6. The award will be paid directly to the school for the first semester upon notification from the school that the student has registered. ***American Legion Auxiliary National Headquarters must receive certification of enrollment within 12 months of a winner's notification or the scholarship will be forfeited.*** The scholarship must be used within 24 months of the date the winner receives notification by National Headquarters, or the scholarship will be forfeited. Thus, if winning student does not wish to use monies for FIRST YEAR expenses, it must then be used for SECOND YEAR expenses or forfeited.



## APPLICATION PACKET REQUIREMENTS

1. Completed application packet for the Non-Traditional Student Scholarship.
2. Copy of applicant's high school or college transcript, if applicable.
3. Applicant's work history, if applicable.
4. A copy of the applicant's FAFSA (Free Application for Federal Student Aid), or a copy of the FAFSA Summary Report and Confirmation Page, or the FAFSA Student Aid Report (SAR).
5. Please be sure to attach other required materials to this application and submit to the president of the American Legion Auxiliary unit in the community in which you reside **NO LATER THAN MARCH 1, 2017.**



**AMERICAN LEGION AUXILIARY  
NON-TRADITIONAL STUDENT SCHOLARSHIP  
2017 APPLICATION**

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone No. \_\_\_\_\_ (Home) \_\_\_\_\_ (Cell)

Date of Birth \_\_\_\_\_

I am a member in good standing of:

\_\_\_\_\_ AMERICAN LEGION AUXILIARY

\_\_\_\_\_ THE AMERICAN LEGION

\_\_\_\_\_ SONS OF THE AMERICAN LEGION

Member # \_\_\_\_\_ Date of Enrollment: \_\_\_\_\_

Name of veteran through whom applicant is eligible for membership:

\_\_\_\_\_

Relationship to Veteran \_\_\_\_\_

Attested: \_\_\_\_\_

*(Post Adjutant/Unit Secretary)*

**SCHOLASTIC INFORMATION**

Date applicant graduated from high school: \_\_\_\_\_

Attach copy of high school transcript (if graduated in the last 10 years).

Has applicant attended college? Last attended: \_\_\_\_\_

Attach copy of college transcript. (mo/yr)

If it has been more than five years since applicant has attended school, submit work history.



**AMERICAN LEGION AUXILIARY  
NON-TRADITIONAL STUDENT SCHOLARSHIP  
2017 APPLICATION (cont.)**

**FINANCIAL INFORMATION**

Applicant's Adjusted Gross Income \$ \_\_\_\_\_  
(AGI: Form 1010 – Line 31; 1040A – Line 6e; 1040EZ – Line 4.)

List support or income from any other sources:

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Numner of dependents: \_\_\_\_\_

Describe any circumstances that may affect your or your family's ability to provide for your college education. (Attach additional sheets if necessary)

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**CHARACTER/LEADERSHIP**

**Attach additional sheets if necessary.**

Describe any community service activities in which you have participated during high school, college or career.

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List offices held and/or awards received:

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**AMERICAN LEGION AUXILIARY  
NON-TRADITIONAL STUDENT SCHOLARSHIP  
2017 APPLICATION (cont.)**

**INITIATIVE/GOALS**

What major do you plan to pursue when you enter college? \_\_\_\_\_

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Why have you selected this major? \_\_\_\_\_

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What college or university do you plan to attend? Name \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Why did you select this school? \_\_\_\_\_

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Who or what inspired you to seek a college degree? \_\_\_\_\_

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Signed: \_\_\_\_\_

Date: \_\_\_\_\_

NOTE: Please be sure to attach other required materials to this application and submit to the president of the American Legion Auxiliary unit in the community in which you reside **NO LATER THAN MARCH 1, 2017.**





## THIS PORTION TO BE COMPLETED BY THE SPONSORING UNIT

(PLEASE TYPE OR PRINT)

EACH UNIT WILL BE RESPONSIBLE FOR VERIFYING ALL NECESSARY INFORMATION IN THE APPLICANT'S PACKET.

1. Judging, at all levels, shall be on the following basis:

Character/Leadership	25%
Initiative/Goals	25%
Financial Need	25%
Scholarship	25%

2. No unit may enter more than one candidate in the department competition.
3. The winning entry for each unit shall be certified by the American Legion Auxiliary unit president and unit secretary or unit Education chairman and forwarded to the department secretary to be received **ON OR BEFORE MARCH 15, 2017.**
4. Participation in this scholarship program shall be on a voluntary basis in all units.
5. Should an entry be received and no unit affiliation is available, then the application should be judged in the department headquarters unit.

Unit Name and Number \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

\_\_\_\_\_  
*Signature of Unit President*

\_\_\_\_\_  
*Signature of Unit Secretary or  
Unit Education Chairman*



## THIS PORTION TO BE COMPLETED BY THE DEPARTMENT (STATE)

(PLEASE TYPE OR PRINT)

EACH DEPARTMENT WILL BE RESPONSIBLE FOR VERIFYING ALL NECESSARY INFORMATION IN THE APPLICANT'S PACKET.

1. Judging, at all levels, shall be on the following basis:

Character/Leadership	25%
Initiative/Goals	25%
Financial Need	25%
Scholarship	25%
2. Each department is restricted to submitting one candidate to the division competition.
3. The winning entry for each unit shall be certified by the American Legion Auxiliary department president and the department secretary or department Education chairman and forwarded to the respective division Education chairman to be received **ON OR BEFORE APRIL 1, 2017.**
4. Participation in this scholarship program shall be on a voluntary basis in all departments.

DEPARTMENT \_\_\_\_\_

DIVISION \_\_\_\_\_

\_\_\_\_\_  
*Signature of Department President*

\_\_\_\_\_  
*Signature of Department Secretary or  
Department Education Chairman*

The division Education chairman and two qualified judges shall make the final decision on the winner. She shall certify the name of the winner and send their complete application packet to the national Education chairman **on or before April 15, 2017.** The national Education chairman shall certify the names of the winners to National Headquarters.



**AMERICAN LEGION AUXILIARY  
CHILDREN OF WARRIORS NATIONAL PRESIDENTS' SCHOLARSHIP  
2017**

Fifteen scholarships will be awarded for 2017. Three scholarships will be awarded in each division of the American Legion Auxiliary: one in the amount of \$3,500, one in the amount of \$3,000 and one in the amount of \$2,500. All are gift scholarships and not loans.

**RULES**

1. Candidates for this award shall be daughters, sons, grandsons, granddaughters, great-granddaughters or great-grandsons of veterans who served in the Armed Forces during eligibility dates for membership in The American Legion.
  - a. April 6, 1917 through November 11, 1918 (WWI)
  - b. December 7, 1941 through December 31, 1946 (WWII)
  - c. June 25, 1950 through January 31, 1955 (Korea)
  - d. February 28, 1961 through May 7, 1975 (Vietnam)
  - e. August 24, 1982 through July 31, 1984 (Grenada and Lebanon)
  - f. December 20, 1989 through January 31, 1990 (Panama)
  - g. August 2, 1990 to the date of cessation of hostilities (Persian Gulf to present)
2. Applicants must be in their senior year of high school.
3. Applicant must complete 50 hours of volunteer service within the community during his/her high school years. Hours must be verified in writing by the recipient organization(s).
4. Applicants must present the completed application to their **local American Legion Auxiliary unit president ON OR BEFORE MARCH 1, 2017.**
5. Judging, at all levels, shall be on the following basis:

Character/Leadership	25%
Essay/Application	25%
Financial Need	25%
Scholarship	25%

**THE DECISION OF THE JUDGES SHALL BE FINAL.**

6. The award will be paid directly to the school for the first semester upon notification from the school that the student has registered. ***American Legion Auxiliary National Headquarters must receive certification of enrollment within 12 months of a winner's notification or the scholarship will be forfeited.*** The scholarship must be used within 24 months of the date the winner receives notification by National Headquarters, or the scholarship will be forfeited. Thus, if winning student does not wish to use monies for FIRST YEAR expenses, it must then be used for SECOND YEAR expenses or forfeited.



## APPLICATION PACKET REQUIREMENTS

1. Completed application packet for the Children of Warriors National Presidents' Scholarship.
2. The following four letters of recommendation are required:
  - a. One letter from either the principal or guidance counselor of the school from which the applicant will graduate, to include size of class and student's position in the class and the cumulative grade point average.
  - b. One letter from a clergyman/clergywoman of the applicant's choice.
  - c. Two letters from adult citizens, other than relatives, attesting to the applicant's character in regard to conduct, citizenship and leadership.
3. An original essay consisting of no more than 1,000 words (typed, double-spaced). The title of the essay will be "**How pride in country, community, school and family directs my daily life.**"
4. A letter from recipient organization(s) verifying 50 hours of voluntary service during high school years.
5. A certified high school transcript or photocopy of the certified transcript.
6. A copy of ACT or SAT test scores.
7. A copy of the FAFSA (Free Application for Federal Student Aid) form, or a copy of the FAFSA Summary Report and Confirmation Page, or the FAFSA Student Aid Report (SAR).
8. A brief statement of the military service of parent or grandparents, including the branch of service and dates of service, or a photocopy of parent's or grandparent's discharge papers.
9. Please be sure to attach other required materials to this application and submit to the president of the American Legion Auxiliary unit in the community in which you reside **NO LATER THAN MARCH 1, 2017.**



**AMERICAN LEGION AUXILIARY  
CHILDREN OF WARRIORS NATIONAL PRESIDENTS' SCHOLARSHIP  
2017 APPLICATION**

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Name of father, or guardian: \_\_\_\_\_

Address: \_\_\_\_\_

Veteran: Yes \_\_\_\_\_ No \_\_\_\_\_ Dates of Military Service: \_\_\_\_\_

Occupation: \_\_\_\_\_ Annual gross income: \_\_\_\_\_

Name of mother, or guardian: \_\_\_\_\_

Address: \_\_\_\_\_

Veteran: Yes \_\_\_\_\_ No \_\_\_\_\_ Dates of Military Service: \_\_\_\_\_

Occupation: \_\_\_\_\_ Annual gross income: \_\_\_\_\_

Number of dependent children under 18 years \_\_\_\_\_ Over 18 years \_\_\_\_\_ Grade levels \_\_\_\_\_

Total monthly compensation, pension or trust received by parent and/or children \$ \_\_\_\_\_

Are you eligible for or drawing Social Security payments? Yes \_\_\_\_\_ No \_\_\_\_\_

If so, monthly amount \$ \_\_\_\_\_ Time limit of benefits \_\_\_\_\_

Are you eligible for benefits under Survivors and Dependents Education? Yes \_\_\_\_\_ No \_\_\_\_\_

Proposed date of graduation from high school: \_\_\_\_\_

Name of college or university you hope to attend: \_\_\_\_\_

\_\_\_\_\_  
*Print or Type Full Name*

\_\_\_\_\_  
*Signature of Applicant*



NOTE: Please be sure to attach other required materials to this application and submit to the president of the American Legion Auxiliary unit in the community in which you reside **NO LATER THAN MARCH 1, 2017.**

**Please answer the following questions in a separate document and attach to application.**

- a. Why would receiving this scholarship be important to you? Please explain.
- b. What course of study do you plan to pursue and why?
- c. Describe your involvement in school, church and community activities.
- d. Why do you think the United States' patriotic organizations such as the American Legion Auxiliary are important to the world today?

# THIS PORTION TO BE COMPLETED BY THE SPONSORING UNIT

(PLEASE TYPE OR PRINT)

EACH UNIT WILL BE RESPONSIBLE FOR VERIFYING ALL NECESSARY INFORMATION IN THE APPLICANT'S PACKET.

1. Judging, at all levels, shall be on the following basis:

Character/Leadership	25%
Essay/Application	25%
Financial Need	25%
Scholarship	25%

2. No unit may enter more than one candidate in the department competition.
3. The winning entry for each unit shall be certified by the American Legion Auxiliary unit president and unit secretary or unit Education chairman and forwarded to the department secretary to be received **ON OR BEFORE MARCH 15, 2017.**
4. Participation in this scholarship program shall be on a voluntary basis in all units.
5. Should an entry be received and no unit affiliation is available, then the application should be judged in the department headquarters unit.

Unit Name and Number \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

\_\_\_\_\_  
*Signature of Unit President*

\_\_\_\_\_  
*Signature of Unit Secretary or  
Unit Education Chairman*

# THIS PORTION TO BE COMPLETED BY THE DEPARTMENT (STATE)

(PLEASE TYPE OR PRINT)

EACH DEPARTMENT WILL BE RESPONSIBLE FOR VERIFYING ALL NECESSARY INFORMATION IN THE APPLICANT'S PACKET.

1. Judging, at all levels, shall be on the following basis:

Character/Leadership	25%
Essay/Application	25%
Financial Need	25%
Scholarship	25%

2. Each department is restricted to submitting one candidate to the division competition.

3. The winning entry for each department shall be certified by the American Legion Auxiliary department president and the department secretary or department Education chairman and forwarded to the respective division Education chairman to be received **ON OR BEFORE APRIL 1, 2017.**

4. Participation in this scholarship program shall be on a voluntary basis in all departments.

DEPARTMENT \_\_\_\_\_

DIVISION \_\_\_\_\_

\_\_\_\_\_  
*Signature of Department President*

\_\_\_\_\_  
*Signature of Department Secretary or  
Department Education Chairman*

The division Education chairman and two qualified judges shall make the final decision on the first, second and third place division winners. She shall certify the names of the winners and send their complete application packets to the national Education chairman **on or before April 15, 2017.** The national Education chairman shall certify the names of the winners to National Headquarters.





## American Legion Auxiliary, Department of Michigan

### MEMORIAL SCHOLARSHIP

RULES FOR THE MEMORIAL SCHOLARSHIP  
DEADLINE: POSTMARKED NO LATER THAN **MARCH 15, 2017**

FURTHER INFORMATION MAY BE OBTAINED BY:  
Phone: (517) 267-8809; ext 22, FAX (517) 371-2401; email: [info@michalaux.org](mailto:info@michalaux.org)

Applications available on Website at: [www.michalaux.org](http://www.michalaux.org)

**ELIGIBILITY:** Daughters, granddaughters and great-granddaughters, of any honorably discharged or deceased men/women veterans of World War I, April 6, 1917-November 11, 1918; World War II, December 7, 1941-December 31, 1946; Korean Conflict, June 25, 1950-January 31, 1955; Vietnam Hostilities, February 28, 1961-May 7, 1975; Granada and Lebanon Hostilities, August 24, 1982-July 31, 1984; Panama Hostilities, December 20, 1989-January 31, 1990; or Persian Gulf Conflict, August 2, 1990 to date to be set by Congress.

**REQUIREMENTS:** Applicant must be a resident of the State of Michigan at the time of application and for one year preceding the date of this award. Applicant must be going into, or in her senior year of high school, or freshman/sophomore year of college but not over 21 years of age.

Complete information must be given as to the applicant's family financial status. A copy of parent or guardian's most recent Income Tax Return (1040 Pages 1 & 2) or a Federal FAFSA Form completed in 2015 must be included with the application.

Applicant must mail her own entry. Please fill out all questions on the application. If not applicable, indicate so by N/A.

INCOMPLETE APPLICATIONS WILL BE **AUTOMATICALLY** ELIMINATED

The selections of the judging committee shall be final.

**DESCRIPTION OF GRANT:** The \$500.00 grant is to apply toward the expenses of tuition, room and board, fees, books and supplies necessary for pursuit of study at any school, college, or other educational institution in the State of Michigan.

Applicants are judged according to financial need and scholastic standing.

WINNERS ONLY WILL BE NOTIFIED FOLLOWING JUDGING OF SCHOLARSHIP. If you have not received notification by JULY 1 2017, feel free to call the Department of Michigan Auxiliary 517-267-8809, ext. 21.

Checks for \$250.00 each will be sent from the American Legion Auxiliary IN JULY & OCTOBER directly to the Financial Aid Office of the college the winner will attend.

The Scholarship grant is for one year, but winners may reapply for one additional year. The scholarship award shall be forfeited immediately upon advice from the Dean or other authorized officials of said institution, for failure to continue with classes because of misconduct, scholastic deficiency or other disqualifying cause.

ACCEPTANCE NOTIFICATION: The scholarship winner shall notify the American Legion Auxiliary Headquarters of acceptance or non-acceptance of the scholarship by July 15, 2017 or the award shall be FORFEITED AND ALL BENEFITS TERMINATED.

THE FOLLOWING MUST ACCOMPANY APPLICATION:

A copy of the veteran's discharge papers showing date of induction or enlistment and date of separation. (May be obtained from the County Clerk's Office where veteran resides.)

If you do not have a copy of the veteran's discharge papers you have other alternatives:

If the veteran lived in Michigan and received a Michigan bonus, you may apply to the Michigan Veterans Trust Fund, P.O. Box 30026, Lansing, MI 48909.

If she/he has not filed the DD-214 with the local clerk, a copy may be obtained by going to [www.archives.gov](http://www.archives.gov) and requesting the military service records. If the DD-214 is unavailable a Form SF-180, Request Pertaining to Military Records is available at the same website.

Please note, however, only the veteran may request a copy of the document unless he/she is deceased.

**It will take 6-8 weeks to obtain copies of these documents. SO ACT PROMPTLY.**

1. **Two letters of Recommendation:** (from: principal or counselor of school, clergyman, professor, or un-related person knowing of applicant's character).
2. **Transcript of grades** (high school transcript if in high school, college transcript if in college).
3. **A copy of Income Tax Form** (1040 Pages 1 & 2) for 2012 or 2013, or a **Federal FAFSA Form** completed in 2014. Please blacken out Social Security numbers for privacy purposes.

NOTE: ANY GIRL APPLYING FOR THIS MEMORIAL SCHOLARSHIP MAY NOT ACCEPT ANY OTHER SCHOLARSHIP FROM THE AMERICAN LEGION AUXILIARY DEPARTMENT OF MICHIGAN.

MAIL COMPLETED SCHOLARSHIP APPLICATION WITH REQUIRED ATTACHMENTS TO:

**Susan Svacha  
7900 North Rd  
Burtchville, MI 48059**



American Legion Auxiliary, Department of Michigan

**APPLICATION FOR MEMORIAL SCHOLARSHIP**

**DEADLINE: POSTMARKED NO LATER THAN MARCH 15, 2017**

MAIL COMPLETED SCHOLARSHIP APPLICATION WITH REQUIRED ATTACHMENTS TO:

**Susan Svacha  
7900 North Rd  
Burtchville, MI 48059**

ELIGIBILITY: Daughters, granddaughters, and great-granddaughters of any honorably discharged or deceased men/women veterans of World War I, April 6, 1917-November 11, 1918; World War II, December 7, 1941-December 31, 1946; Korean Conflict, June 25, 1950-January 31, 1955; Vietnam Hostilities, February 28, 1961-May 7, 1975; Granada and Lebanon Hostilities, August 24, 1982-July 31, 1984; Panama Hostilities, December 20, 1989-January 31, 1990; or Persian Gulf Conflict, August 2, 1990 to date to be set by Congress.

APPLICANT'S INFORMATION

NAME

\_\_\_\_\_

HOME ADDRESS

CITY

ZIP

\_\_\_\_\_

HOME NUMBER (include area code)

BIRTHDATE

\_\_\_\_\_

APPLICANT'S RELATIONSHIP TO VETERAN:

\_\_\_\_\_

CURRENT GRADE POINT AVERAGE:

\_\_\_\_\_

What University or College do you plan to attend? (must be a Michigan College)

\_\_\_\_\_

ENROLLED

ACCEPTED

PENDING

\_\_\_\_\_

Intended course of study

\_\_\_\_\_

INCOME INFORMATION:

Mother Name _____	Father Name _____
Place of Employment _____	Place of Employment _____
_____	_____
w2/1099 Income _____	w2/1099 Income _____
_____	_____

OTHER INCOME:

Alimony _____	Alimony _____
Child Support _____	Child Support _____
Social Security Benefits _____	Social Security Benefits _____
Pension/Retirement _____	Pension/Retirement _____
Other Income _____	Other Income _____
Total Household Gross Incomes _____	_____

All income information must be verified by copies of the 2016 or 2015 Federal Tax Return (1040 pages 1 & 2), or a Federal FAFSA Form completed in 2016.

Number of DEPENDENT CHILDREN AT HOME (include yourself)? \_\_\_\_\_

How many are in high school? \_\_\_\_\_ How many are in college? \_\_\_\_\_

What plans have you and your family made for financing your education? \_\_\_\_\_

How many other scholarships or grants have you applied for? \_\_\_\_\_  
With whom? \_\_\_\_\_

Have you been granted any scholarships or grants? Yes \_\_\_\_\_ N  
If yes, describe source, amount, and duration of award \_\_\_\_\_

Has your education been interrupted because of illness, employment or travel? Please describe.  
\_\_\_\_\_

List extra-curricular activities:  
\_\_\_\_\_  
\_\_\_\_\_

What work experience have you had?

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Give some significant facts about yourself

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Applicant

Signature Date: Parent/Guardian Signature Date:

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**Be sure to include:**

1. A copy of the veteran's discharge papers showing date of induction or enlistment and date of separation.
2. Two letters of Recommendation - (from principal or counselor of school, clergyman, professor, or person knowing of applicant's character).
3. Transcript of grades (high school transcript if in high school, college transcript if in college).
4. A copy of Income Tax Form (1040 pages 1 & 2) for 2016 or 2015, or a Federal FAFSA Form completed in 2016. Please blacken out social security numbers for privacy reasons.

**AMERICAN LEGION  
AUXILIARY  
DEPARTMENT OF MICHIGAN  
NON-TRADITIONAL STUDENT  
2017**

\*\* This scholarship was given by Allen Park Auxiliary Unit 409 as a memorial to Aletha (Lee) Harvey, deceased Unit Education Chairman from 1977 through 1998, and other deceased members of Unit 409. One two-year scholarship will be awarded in the amount of \$500.00 per year.

Rules

1. Applicant must be a descendant of a veteran.
2. Applicant must be one of the following.
  - a. A non-traditional student returning to the classroom after some period of time in which his/her formal education was interrupted.
  - b. A student over the age of twenty-two attending college for the first time pursuing a degree, or
  - c. A student over the age of twenty-two attending a vocational or trade school.
3. Scholarship must be used within six months of the winner being notified.
4. The money is to be applied toward expenses of tuition and books necessary to pursue study at any school, college or any other education institution in the State of Michigan.
5. No Unit shall enter more than one candidate in the Department competition.
6. The winning entry for each Unit must be received by the Department Secretary on or before April 1, 2017.
7. Judging will be based on the following:

<b>Need</b>	<b>25 %</b>
<b>Scholastic Standing</b>	<b>25 %</b>
<b>Character/Leadership</b>	<b>25%</b>
<b>Initiative/Goal</b>	<b>25 %</b>

**AMERICAN LEGION AUXILIARY  
DEPARTMENT OF MICHIGAN  
NON-TRADITIONAL STUDENT SCHOLARSHIP  
2017 APPLICATION**

APPLICANT INFORMATION

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_

Date of Birth \_\_\_\_\_

Social Security Number \_\_\_\_\_

Attach a photocopy of the veteran's certificate of discharge from active duty (Form DD-214)

If she/he has not filed the DD-214 with the local clerk, a copy may be obtained by going to [www.archives.gov](http://www.archives.gov) and requesting the military service records. If the DD-214 is unavailable a Form SF-180, Request Pertaining to Military Records is available at the same website.

SCHOLASTIC INFORMATION

Date applicant graduated from High \_\_\_\_\_ School

Attach copy of Transcripts Has applicant attended college \_\_\_\_\_ Last Attended \_\_\_\_\_ Attach copy of Transcripts

Submit work history if it has been more than five years since applicant attended school.

FINANCIAL INFORMATION

Applicant's adjusted gross income \_\_\_\_\_

INITIATIVE/GOALS

On a separate sheet of paper, please tell us:

-Why you are attending college at this time

- If you have previously attended college, why was your education interrupted
- Why you feel you should be selected for this scholarship

COMMUNITY SERVICE

Describe any community service in which you have participated during high school, college or career. Attach additional sheets, if necessary.

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THIS PORTION To BE COMPLETED BY THE SPONSORING UNIT

The winning entry at each Unit shall be certified by the American Legion Auxiliary Unit President or Education Chairman and mailed to the Department Secretary to be received on or before April 1, 2017.

SEND TO: American Legion Auxiliary Department of Michigan  
ATTN: Department Secretary  
212 N. Verlinden Ave., Suite B  
Lansing, MI 48915

Unit Name and Number

Address

City

State

Zip Code

or

\_\_\_\_\_  
Signature of Unit President

\_\_\_\_\_  
Signature of Education Chairman



American Legion Department of Michigan  
AUXILIARY SCHOLARSHIP  
FOR NON-TRADITIONAL STUDENTS  
2017

One scholarship in the amount of \$2,000 will be awarded, one in each American Legion Auxiliary division. All are gift scholarships and do not have to be repaid.

**RULES**

1. Applicant must be a member of The American Legion, American Legion Auxiliary, or Sons of The American Legion and shall have paid dues for the two preceding years and for the calendar year in which application is made.
2. Applicant must be: non-traditional student returning to the classroom after some period of time in which his/her formal education was interrupted non-traditional student who is just beginning his/her education at a later point in life
3. American Legion Auxiliary Spirit of Youth Scholarship recipients are not eligible.
4. Participation in this scholarship program shall be on a voluntary basis in all Units and Departments.
5. No Unit may enter more than one candidate in the Department competition. Each Department is restricted to submitting one candidate to the Division competition.
6. The scholarship must be used within 24 months of the date the winner is notified by American Legion Auxiliary National Headquarters.
7. Applicant must present the completed application to the American Legion Auxiliary Unit President **on or before March 1, 2017.**
8. The winning entry for each Unit shall be certified by the American Legion Auxiliary Unit President and mailed to the Department Secretary to be received **on or before March 15 2017.**
9. The winning entry for each Department shall be certified by the Department President and Department Secretary or Education Chairman and mailed to the respective Division Education Chairman to be received **on or before April 1, 2017.**
10. The award will be paid directly to the school for the first semester upon notification from the school that the student has registered. American Legion Auxiliary National Headquarters must receive certification of enrollment within 12 months of a winner's notification or the scholarship will be forfeited.
11. The scholarship must be used within 24 months of the date the winner receive notification by National Headquarters, or the scholarship will be forfeited. Thus, if winning student does not wish to use monies for FIRST YEAR expenses, it must then be used for SECOND YEAR expenses or forfeited.

**JUDGING**

Judging at each level will be based on the following criteria:

**Need 25%**

**Scholastic standing/academic achievement 25%**

**Character/Leadership 25%**

**Initiative/goals 25%**