



**GUIDELINES & APPLICATION PROCEDURES
2012-2013 ACADEMIC YEAR**

**INDEPENDENT SCHOOL APPLICATIONS MUST BE
RECEIVED OR POSTMARKED BY MARCH 15, 2012**

**ARCHDIOCESAN APPLICATIONS MUST BE
RECEIVED OR POSTMARKED BY
FRIDAY, APRIL 13, 2012**

ELIGIBILITY

Ellis applicants must be **girls** who meet ALL of the criteria below:

- Reside in **Philadelphia full time**.
- Live in a household where **one or both parents are absent or mentally or physically impaired** (functionally orphaned). Married guardians (aunts, uncles, grandparents, siblings) must still meet the income guidelines.
- Are currently or will be enrolled in grades **9 – 12 during academic year 2012-2013**
- Have grades of **C or better** in the major subjects based on their school’s grading scale:

PLEASE NOTE: Students who have grades below a “C” in major subjects must have a letter of recommendation from an academic officer from the school asking for an exception to be made for consideration. This however does not guarantee acceptance. Decisions are made based upon performance AT THE TIME OF THE APPLICATION. Applications submitted with low grades without an explanation of performance will be denied. Grade reports must list the guardian/parent’s name and address; and this must agree with the student’s address and the proof of income submitted.

- Have a **gross family income** (before taxes) which does not exceed the amounts listed below. Family income includes wages, salaries, Department of Public Assistance (DPA) payments, Social Security payments, pensions, child support, etc. earned by the student **and other family members** living at home and the contribution of family members not living with the student. Foster children must be wards of the court and independent minors must be receiving their own DPA/SSI as the sole source of support otherwise family income must be submitted.

FAMILY SIZE (INCLUDES STUDENT)	MAXIMUM INCOME (GROSS ANNUAL)
1	\$20,147
2	\$27,214
3	\$34,281
4	\$41,348
5	\$48,415
6	\$55,482
7	\$62,549
8	\$69,616
<i>\$7,067 FOR EACH ADDITIONAL PERSON</i>	

All information in the application must be consistent (ex. all addresses must be consistent, parent/guardian

must be the same on all paperwork etc.). Inconsistent information will result in the application being denied. If you have any inconsistencies, please include a letter of explanation and your application will be reviewed by committee.

APPLICATION PROCEDURE

Applications are available at schools and on our web site (www.wwscholars.org). **Do not use an application from a previous year.**

- **DEADLINE:** Applications must be postmarked or received by **THE DEADLINE**. **NO EXCEPTIONS.** *Students must apply to renew grants each year.*
- **Archdiocesan applicants** - Not all eligible diocesan applicants were funded last year due to the number of applications received. Funding is prioritized for renewal applicants and upperclassmen. **The amount of the award is subject to change.**
- **Independent school applicants** - Independent schools must be accredited by **Middle States** (<http://www.css-msa.org/schooldirectories/pa.html>), **PAPAS** (http://www.pais-papas.org/papas_index.html), or **ACSI**, The Regional Board of the Seventh day Adventist Church (<http://www.nadeducation.adventist.org/facilities/states/pa.html>). Not all eligible independent school applicants were funded last year due to the number of applications received. **The amount of the award is subject to change.**

Application Checklist:

- I have included a copy of my **most recent** grades but no less than two complete quarters. It is an official copy listing my parent/guardian and current address.
- I have included proof of family income.
- I have completed a personal statement.**
- My parent/guardian and I have signed the application.
- An official from my school has signed the application.

A **postcard** will be sent to acknowledge the receipt of your application within 14 business days. Please keep this post card for your records. **If you do not receive a postcard or a request for more information then your application was not received.**

IF YOUR APPLICATION IS INCOMPLETE AND YOU ARE SENT AN ADDITIONAL REQUEST FOR INFORMATION, YOU MUST RESPOND IMMEDIATELY. INCOMPLETE APPLICATIONS WILL BE DENIED.

Award and denial letters will be mailed to the student's home by the beginning of June.

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