

**COVINGTON-HURST EDUCATIONAL FUND (CHEF)
APPLICATION FORM
Fairfields United Methodist Church
Burgess, Virginia 22432**

The Covington-Hurst Educational Fund Committee of Fairfields United Methodist Church accepts applications from residents of Northumberland and Lancaster Counties. Two letters of recommendation are required. They may not be from someone related to you, and one must be written by an educator. Grade transcripts and employment W-2s are also required. Failure to provide all requested information will result in having your application rejected.

Application Due Date March 15

Mail to Mr. Robert Lumsden
755 Oyster Way
Heathsville, VA 22473

SECTION I - GENERAL INFORMATION

Date _____

(Please print or type)

Name _____ Phone _____ Cell _____

Address _____ Date of birth _____

_____ E-mail address _____

1. What educational institution do you plan to attend? _____

Address of institution

2. What course of instruction will you pursue? _____

3. When will you begin/continue? _____

4. Is your letter of acceptance attached? Yes No

If yes, give date of confirmation _____

5. Completed education. Check which apply.

Elementary school Middle school High school

College Post graduate school

Other courses of instruction (List courses completed)

CHEF Application Form

Name _____
(Print)

6 a. Is a copy of your most recent grade transcript attached? Yes No
(Required for anyone who has been in school within the last 5 years)

b. List extracurricular activities (class, clubs, athletics, etc) below.

7. List all places of employment, indicating full or part time.

	<u>Full time</u>	<u>Part time</u>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>

8. List volunteer (non-school) activities (church, community, etc.).

9. Are your letters of recommendation attached? Yes No

10. Should you be selected for an interview, how may we contact you?

U.S. mail E-mail Telephone Cell phone

Best contact time _____

Please use the space below to provide additional information for questions 5, 6, and 7 if enough space was not provided above. You may also attach additional pages as necessary.

SECTION II - FINANCIAL INFORMATION

1. a. Attach a copy of your and/or your parents' or guardian's W-2 forms and most recent tax returns. Note: This information will be used to determine need. At your request it will be destroyed once CHEF awards have been decided for the year.

Attached W-2s and tax returns are yours your parents' your guardian's

b. Please describe your financial situation and your plans for financing your future education.

2. Have you applied for other financial assistance?
If yes, give details (source and amount).

3. Have you received any other financial assistance? Yes No
If yes, give details (source and amount).

SECTION III – CERTIFICATION

A. Applicant Certification

I hereby affirm that the information submitted in this application is true and complete.

Applicant's Signature _____

Date _____

B. Parent/Guardian Certification for minor (dependent) applicant

Parent or guardian information:

Name(s) (Please print) _____

Address (if different than applicant) _____

Parent or guardian certification:

To the best of my knowledge the information provided herein is complete and accurate.

Parent's/Guardian's Signature _____

Date _____

CHEF Application Form

Name _____
(Print)

SECTION IV - RESIDENT CERTIFICATION

Acceptable proof of county residence:

A copy of your driver's license indicating county of residence. (Please attach)

OR

A certifying signature by one of the following: Notary public, school guidance counselor, teacher, or minister. (This may not be someone related to you.) Please use the form below.

I certify that the applicant is a resident of _____ County.

Certifying Signature _____

Relationship to applicant _____

Date _____

SECTION V – APPLICANT’S PAGE

Tell us something about yourself, your goals, and why you want this educational assistance.