

Thank you for submitting your online application for the **United Methodist Higher Education Foundation's General Named Endowed Scholarship** program. Please note that you are also required to submit additional application materials to the UMHEF Scholarships Office **postmarked no later than March 1.**

Mail additional application materials to:

UMHEF Scholarships Office
P.O. Box 340005
Nashville, TN 37203-0005

Additional application materials include:

- **Official Transcript**
- **Two Letters of Recommendation**
- **Essay**
- **Applicant's Pledge**

ADDITIONAL APPLICATION MATERIALS GUIDELINES

1) An **Official Transcript** (no copies) of your most recent academic work (with grades through Fall Semester) must be submitted.

2) **Signed Letters Of Recommendation** are required from:

a) The **Pastor** of the United Methodist Church where you are currently an active member. If you are a student pastor or a certified candidate for ministry, the letter of recommendation should be from your district superintendent or supervising pastor.

b) A **teacher/college professor/instructor who** has taught you **this academic year**. If you have not been in school in the past two years, you may request this reference from a recent employer.

3) **Applicant's Essay**

Submit a written essay in **200 words or less** (must be typed or word processed) describing your **leadership responsibilities and activities** during the past three years, including your current activities and goals as follows:

a) **For Incoming Freshman:** Involvement and/or leadership responsibilities in your church, high school, and community within the last three years

b) **For All Other Applicants:** Involvement and/or leadership responsibilities in your church, college, and community within the last three years

4) **Applicant's Pledge**

Please sign this pledge and return this sheet to UMHEF along with your other additional materials.

I understand that to the best of my knowledge, the information contained in my application is correct and complete. I understand it is ***my responsibility*** to ensure all requested documents (transcript, recommendation letters, essay) are mailed to UMHEF no later than the postmark deadline of March 1.

Signature: _____ Date: _____

By submitting your complete application, you are giving UMHEF permission to use your picture and/or statement in print (e.g. public relations materials) to promote the Foundation, and also to release your information to external church-related sources (e.g. annual conference newspapers) for possible use in publications.

How did you hear about us?

- Church Pastor or Youth Minister
- Parent or relative
- Our website, brochure or other promotional material?
- Other: _____