



Dear Scholarship Applicant,

We are thrilled that you have chosen to submit an application for the 2024 KMC Scholarship offered by the Ramstein Officers' Spouses' Club. Utilize this document as a reference to assist you during the application procedure. We look forward to receiving your submission!

Sincerely,
2024 KMC Scholarships Committee

GENERAL INFORMATION

The Scholarship Committee is composed of member volunteers of the Ramstein Officers' Spouses' Club (ROSC).

The Scholarship Committee reviews and determines applicant eligibility and selection criteria.

Financial need is **NOT** taken into consideration.

Submission of application **DOES NOT** guarantee a scholarship.

The number and monetary value of each scholarship to be awarded is based on available funds and application score analyses at the discretion of the Scholarship Committee.

Awards are granted **WITHOUT REGARD** to branch of service or rank, race, gender, ethnicity, religion, or disability.

Winners will receive a written notification of results.

Please send any questions to: KMCscholarships@gmail.com

TABLE OF CONTENTS

1. General Information
2. Eligibility
3. Application Instructions & Limitations
4. Application Checklist
5. Orders, SAT/ACT Scores, and Transcripts
6. Essay and Signed Forms Information
7. Privacy Statement
8. Certification Letter
9. Photo Release

ELIGIBILITY

YOU MUST be a command sponsored family member of a United States Military Member or DoD Civilian assigned to a Kaiserslautern Military Community installation (excluding GSUs [Geographically Separated Units]) **OR** a family member of a United States Military Member, Retired, residing in the KMC area.

- a. **SENIORS MUST** be enrolled in either Baumholder Middle High School, Kaiserslautern High School, or Ramstein High School **OR** you may be homeschooled in the KMC geographical area.
- b. **SPOUSES AND RECENT GRADUATES MUST** be enrolling or continuing an undergraduate or graduate studies program at an accredited college, university, or technical school.

The Scholarship Committee members and their family members **ARE NOT ELIGIBLE** to apply for this scholarship.

Judges and their family members **ARE NOT ELIGIBLE** to apply for this scholarship.

Students accepting an appointment to a military service academy or a full scholarship (to include tuition, room and board) **ARE NOT ELIGIBLE** for this award.

BOTH applicant and sponsor must possess valid US military or DoD civilian ID cards.

YOU MUST have a cumulative grade point average of 2.5 or better (GPA based on a 4.0 scale).

SPONSOR MUST NOT PCS before May 15, 2024.

APPLICATION INSTRUCTIONS

Please read this packet and the application carefully and complete all required sections.

The Google form may **NOT** save your work. Please have all of your information gathered and essay completed prior to proceeding with the application. *See the Application Check List on the next page.*

The applicant is responsible for gathering and submitting all necessary information and official documents.

Applications are evaluated on the information supplied. Answer all questions completely.

If the application is incomplete or information is falsified, your application will automatically be disqualified.

The KMC Scholarships Committee retains the right to verify any and all information given in the application.

The application must be completed online and submitted by:

March 22, 2024

LIMITATIONS

Scholarship funds are to be used only within the 2024-2025 academic year **AND** may be used for college-related expenses only at an accredited college, university, or technical school for full-time studies. *One year deferments may be decided on a case by case basis at the discretion of the KMC Scholarships Committee.*

Payment of scholarship awards will be made directly to the selected school. The recipient **MUST** provide the KMC Scholarship Committee with the name and address of the school via the "Payment Form" which will be given to every award winner. The "Payment Form" **MUST** be returned **NO LATER THAN JUNE 15, 2024** or the award may be returned to the KMC Scholarships Program.

APPLICATION CHECKLIST

Gather before starting application.

☐	Document and Details	File Name Structure	
☐	<p><u>Copy of Military Orders (or retirement documentation) -</u></p> <p>Must show command sponsorship, or dependent of military retiree status</p>	<p>lastName-last4SSN-orders-2024.pdf</p> <p><u>Example:</u> Smith-7419-orders-2024.pdf</p>	
☐	<p><u>SAT or ACT Scores -</u></p> <p>Optional, current high school students only</p>	<p>lastName-last4SSN-SAT-2024.pdf or lastName-last4SSN-ACT-2024.jpeg</p> <p><u>Example:</u> Smith-1234-SAT-2024.pdf or Smith-1234-ACT-2024.jpeg</p>	
☐	<p><u>Copy of Transcript</u></p>	<p>lastName-last4SSN-transcripts-2024.pdf</p> <p><u>Example:</u> Smith-1234-transcripts-2024.pdf</p>	
☐	<p><u>Essay Response -</u></p> <p>Include question at the top and word count at the bottom (excluding questions words)</p>	<p>lastName-last4SSN-essay-2024.pdf</p> <p><u>Example:</u> Smith-1234-essay-2024.pdf</p>	
☐	<p>Forms - ALL Signed & Dated</p>	<p>Please put all three forms in one file.</p> <p>lastName-last4SSN-signedForms-2024.pdf</p> <p><u>Example:</u> Smith-1234-signedForms-2024.pdf</p>	
	☐		<p><u>Privacy Statement</u></p>
	☐		<p><u>Certification Letter</u></p>
	☐		<p><u>Photo Release</u></p>
☐	<p><u>Experience Information -</u></p> <p>You will enter information relevant to school activities, leadership roles, awards/honors, community and volunteer services as well as paid work experience directly into the Google form application.</p>	<p>When applicable, enter most recent experiences first, and include date ranges and total hours as instructed by the form.</p>	

COPY OF ORDERS/RETIREMENT DOCUMENTATION

Upload **EITHER** a copy of military orders showing the applicant is command sponsored, **OR** retirement documentation showing that the applicant is the dependent of a military retiree to the Google Forms Application.

You can redact all personal private information (ie SSN). For orders, please ensure the sponsor's name, applicant's name, duty station, report date and tour length remain visible.

If the orders do **NOT** extend past May 15, 2024, please also upload a copy of extension approval or other documentation to prove eligibility.

SAT/ACT SCORES

SAT or ACT scores are **NOT REQUIRED, BUT** they are recommended, as they will be included in the overall scoring of your application.

ONLY CURRENT high school students should submit these scores.

SAT Score reports can be viewed online and saved as PDF and uploaded via the Google Forms Application.

To view instructions on how to access your score report please go to:
<https://satsuite.collegeboard.org/sat/scores/getting-scores/help-with-scores>

At this time ACT does not allow you to view a PDF of your score report. Upload a screenshot of your score from your account page to the Google Forms Application.

TRANSCRIPTS

Upload a copy of your transcripts to the Google Forms Application.

Current High School Students: Transcripts should support all educational data with GPA and include 7 complete semesters of high school.

University Students (Non-Spouse Dependent and Spouse): Transcripts should support all educational data and document your GPA.

ESSAY

Respond to the following:

“May your choices reflect your hopes, not your fears.” - Nelson Mandela

Describe a personal experience that influenced your decision to pursue a particular field of study, and how that field of study reflects your hope for the future.

Your response **MUST** be between 250 and 500 words, typed in a separate document with the question at the top, and the word count (excluding the question) at the bottom.

No form of Artificial Intelligence (AI) is allowed in the creation of your response. The KMC Scholarships Committee reserves the right to use AI screening technologies, the results of which may impact scholarship eligibility/award decisions.

The last 4 digits of your SSN **MUST** be in a header on the top right. Do NOT place your name on the document.

Save your document for upload via the Google Form Application.

SIGNED FORMS

The 2024 application includes the following 3 forms, which are located at the end of this document:

- Privacy Statement
- Certification Letter
- Photo Release

Please complete these forms (signed & dated). Typed font signatures are **NOT** accepted. Please scan and save your completed forms in ONE file, which you will upload via the Google Form Application.



PRIVACY STATEMENT. Since the Ramstein Officers’ Spouses Club (ROSC), whose members comprise the KMC Scholarships Committee are private, non-profit corporations, the Privacy Act of 1974, 5USC 552a, is not applicable; however, ROSC regards the lawful and correct treatment of personal information as important to our successful operations and to the maintenance of confidence of those with whom we deal. We will ensure our staff and those acting on our behalf obtain, use and disclose personal information lawfully and correctly. We will only collect and process personal information to the extent that is needed to fulfill our operational needs, and we will take appropriate security measures to safeguard your personal information.

The KMC Scholarship Committee wants participants to be fully aware of the need for and the intended uses of the information provided. To that end, please read and acknowledge the following privacy statement by signing below.

“We, the applicant and parent/sponsor, are voluntarily providing personal information with this application based on the recognized necessity of the data to allow for the proper evaluation of the applicant’s eligibility for a KMC Scholarship. We understand that failure to provide all requested information may impact the selection process. Furthermore, we fully understand that:

- Participation in the KMC Scholarship Program is voluntary.
- The requested information is needed for that participation.
- The principle purposes of the requested information are to:
 1. Verify the identity of the applicant.
 2. Determine the applicant’s eligibility for the program.
 3. Permit administrative processing and evaluation for scholarships.
 4. Allow required servicing and administrative management of approved scholarships.
 5. Publicize scholarship recipients in various publications.

We acknowledge the foregoing privacy policy and hereby authorize the KMC Scholarship Committee to disclose information relating to this application for scholarship whenever the disclosure is necessary for the processing, servicing, granting or publicizing of said scholarship. We further understand that, as a result of this consent, the KMC Scholarships Committee will not keep an accounting of disclosures of information regarding this application for scholarship since this notice informs us of the uses which may be made of the information. We authorize the KMC Scholarships Committee or its representative, as required, to verify any information herein by contacting an appropriate office or official.”

Applicant’s Name (Printed)

Signature

Date

Sponsor’s Name (Printed)

Signature

Date



Last 4 SSN:

www.kmcscholarships.com | kmcscholarships@gmail.com

If I accept a KMC Scholarship, I certify I will abide by the following conditions (initial boxes):

- Scholarship funds are to be used within the 2024-2025 academic year for undergraduate or graduate studies. Funds must be obligated by **1 August 2025**.
- Scholarship funds are to be applied to tuition, fees, and books for full-time study at an accredited college, university, or technical school. If students fall below full-time they must notify the KMC Scholarships Committee.
- The KMC Scholarship, when combined with other scholarships, must not exceed the cost of tuition, fees, and books for the applicable academic year. Any remaining funds must be returned to the KMC Scholarship Committee as soon as possible.
- As a scholarship recipient, I must provide the **COMPLETED PAYMENT FORM** with the information necessary for the school where I am accepted for the 2024-2025 academic year to the Scholarship Committee NLT **June 15, 2024**. Payment of the scholarship money will be made directly to the selected school NLT **August 15, 2024**. A student ID number for the selected school must be provided.
- If I accept an appointment to a military service academy or a full scholarship (to include tuition, room and board) I will be ineligible for this KMC scholarship award. I will notify the scholarship committee upon my acceptance of an appointment or full scholarship.
- I have not received two ROSC, RESA, KLSA, or KMC Scholarships over the course of my education.
- I am a responsible citizen in good standing in my school and community.
- It is my responsibility to notify the KMC Scholarship Committee of any change of status (e.g., change of schools, change in address, etc.) Failure to do so may result in the forfeiture of my scholarship award.
- If my application is incomplete or if I have falsified information, or am found to have used AI, my application will automatically be disqualified.
- Unclaimed funds as of **1 August 2025** revert to the KMC Scholarship Program. Special circumstances or exceptions are at the discretion of the committee.
- If any of the above conditions are violated, scholarship funds must be returned to the KMC Scholarship Program.

Signature on this form will authorize the KMC Scholarships Chair to release this application, including the last four digits of my social security number, GPA, and transcript(s) to the Scholarships Committee, as needed.

Applicant's Name (Printed)

Signature

Date

Sponsor's Name (Printed)

Signature

Date



Last 4 SSN:

www.kmcscholarships.com | kmcscholarships@gmail.com

If I accept a KMC Scholarship, I agree to have my photo taken by the KMC Scholarships Committee for purposes of social media, newspaper print, and other public media.

I agree that the KMC Scholarship Committee may use my photo with or without my name for any lawful purpose, including for example, such purposes as publicity, illustration, advertising and web content.

I have read and agree to the above statements:

Applicant's Name (Printed)	Signature	Date
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Sponsor's Name (Printed)	Signature	Date
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KMC Scholarships Committee may NOT use my photo for any purpose.