

**MONTGOMERY COUNTY INTERMEDIATE UNIT  
EDUCATION FOUNDATION**  
Application Guidelines  
**Post-Secondary Education & Training Scholarships**

The Montgomery County Intermediate Unit Education Foundation (MCIUEF) grant program awards scholarships to public school students to permit the student to further develop and thrive in the post-secondary environment and to successfully enter and compete in the labor force upon graduation from trade schools, apprenticeship programs, community colleges or universities. Average scholarship amounts will range from \$300 to \$500. Lesser or greater amounts may be awarded upon application review.

**ELIGIBILITY**

The Foundation invites Montgomery County **public school** students **with a current active IEP and who is a graduating senior who participated in special education support services this school year** from a Montgomery County high school/vocational-technical school, PDE approved private school, or “nontraditional” public school settings to apply.

**REQUIREMENTS CHECK LIST**

- Student/Parent (*if student under 18 years of age*) Signature
- Official Transcripts from Guidance Office
- Letters of recommendation from two of the student’s senior teachers
- Signature of school Principal verifying current IEP and that the student is a graduating senior with special education support services
- Post secondary school name, address and contact person

**LETTERS OF RECOMMENDATION:**

Each application must include two letters of endorsement from “senior year” teachers. These letters of support should highlight the character traits of the applicant that make him/her deserving of a scholarship, performance during the senior year through an anecdote, project or event that demonstrates the student’s initiative and commitment, or a quality that makes this particular applicant stand out from all others.

**TIMELINES**

Completed applications, including letters of recommendation are due to the high school guidance office for attachment of transcripts. Guidance Office will forward application with transcripts to the high school principal (or designee) for “special needs” verification. **The High School Principal (or designee) in turn will forward the authorized application to the Foundation by the close of business (4:00 p.m.) on March 13, 2020. Applications received after this date cannot be considered.**

**Notification of all scholarship award recipients will be made by April 24, 2020. All grants must be expended by October 30, 2020.**

**SELECTION PROCESS**

The Foundation’s Board of Trustees will approve the scholarship award recipients. These scholarships are specifically for apprentice programs, trade schools, community colleges, and universities. These scholarship awards will be forwarded to the institutions the students plan on attending.

**CONFIRMATION**

Confirmation of enrollment/registration and student identification number should be sent to the Montgomery County Intermediate Unit Education Foundation as soon as it is received. Confirmation must be received before funds will be disbursed.

**PLEASE RETURN COMPLETED SCHOLARSHIP APPLICATION BY MARCH 13, 2020 TO:**

Montgomery County Intermediate Unit Education Foundation  
Office of Community and Government Relations  
2 West Lafayette Street  
Norristown, PA 19401

Applications can also be emailed to [ksmith@mciu.org](mailto:ksmith@mciu.org) or faxed to 1-888-965-4194

**Questions: contact Karen Smith at 484-808-5374 or email [ksmith@mciu.org](mailto:ksmith@mciu.org)**

**Please follow all instructions. Incomplete or late applications will not be considered.**

**Montgomery County Intermediate Unit Education Foundation  
Post-Secondary Education & Training  
Scholarship Application**

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**Print or Type Application**

**STUDENT INFORMATION:**

Student Name \_\_\_\_\_ Age \_\_\_\_\_

High School \_\_\_\_\_ Cell Phone \_\_\_\_\_

School District \_\_\_\_\_ Home Phone \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_  
(If student under 18 years of age)

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

Student Email \_\_\_\_\_ Parent Email \_\_\_\_\_

*If selected for a Scholarship I give my permission for my picture to be taken for the Montgomery County Intermediate Unit Education Foundation's Annual Report/Awards Reception, and other endorsements for the Foundation.*

I will  I will not give my permission for my photo to be taken.

\_\_\_\_\_  
Student (If student over 18 student signs) \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Parent (Guardian) Signature (If student under 18 years of age parent signs) \_\_\_\_\_ Date \_\_\_\_\_

**HIGH SCHOOL INFORMATION:**

Return completed application to Guidance office to attach transcripts.

- Transcripts Attached  
 Enclosed are two letters of recommendation from the teachers listed below:

Teacher Name \_\_\_\_\_ Teacher email \_\_\_\_\_

Teacher Name \_\_\_\_\_ Teacher email \_\_\_\_\_

**The signature of the building principal below verifies:**

- Student does have an active IEP  Student is a graduating senior who participated in special education support services this school year.

\_\_\_\_\_  
Signature (Building Principal) \_\_\_\_\_ Date \_\_\_\_\_

**SCHOOL REPRESENTATIVE WILL FORWARD TO FOUNDATION FOR FINAL PROCESSING.**

