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Instructions for Completing the Dual Cultural Award Application

1. Download the application packet

- a. There are 10 sections to the application:
 - A. Award Information and Eligibility
 - B. Applicant Information
 - C. Applicant's Declaration Signature
 - D. Parent's or Grandparent's Declaration Signature
 - E. FAWCO Club's Declaration Signature
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 - J. Checklist

2. Read through the entire application so that you know what is needed

3. Gather the necessary information needed to complete the application.

4. Complete the application.

- Only requested documents will be considered.
- No "links" or "videos" the application is a written document and will be anonymous to the evaluators
- Review and edit the application.
- It is advisable to zip all documents together in a WinZip file.
- Save a copy of the application email for your records.

5. Send the application to the FAWCO Foundation **Education Award Administrator, Shelly Schoeneshoefer**, awards@fawcofoundation.org as a **Word document**.

6. Submit the application by **JANUARY 27, 2021**. You will receive email confirmation indicating that the application has been received.

7. For further information and questions, contact the Education Awards administrator at:

awards@fawcofoundation.org

8. Other:

- The Education Awards Administrator will review applications for completeness. Late or incomplete applications will be disqualified and will not be further considered.
- After the application deadline an appointed Awards Selection Committee, headed by the Education Awards Administrator will review all applications and select a recipient for the award.
- The award recipient will be announced at the FAWCO Conference at the end of March 2021.
- The award recipient will receive notification via email from the Education Award Administrator shortly thereafter. Results will be posted on the FAWCO Foundation website following the conference.
- The award funds will be disbursed once the recipient has completed and signed the Statement of Agreement provided by the FAWCO Foundation and has returned it with official proof of enrollment in classes from the proposed school or university. *There is a difference between registration and enrollment. The process of signing up for courses is called **registering**. Students are charged tuition and fees when they register. Students are **enrolled** after they pay the tuition and fees.* With prompt fulfillment of these requirements, most recipients receive their funding towards the end of the summer following the award announcement. Award recipients attending summer courses can receive funds in late spring.

A: Award Information and Eligibility

The DUAL CULTURAL AWARD \$3,000

Sponsored in part by the AWC Bern, Donna Erismann, in memory of Suzanne Erismann.

Dual Cultural Award Guidelines

- This award may be used to attend a semester or year of American high school or an academic or structured educational summer program in the United States.
- The Award is for the 2021-2022 academic year.
- Only **one** Dual Cultural Award will be given per year.
- There will be one recipient for this award.
- Recipient's parents will be responsible for all arrangements regarding travel, study and housing in the United States.

Applicants must:

- Be between the ages of 13 and 18 at the application deadline date.
- Have lived outside the US for at least the last six years and must be in possession of a U.S. passport.
- Have one parent or grandparent who is a US citizen and one parent or grandparent who is a non-US citizen.
- Have a parent or grandparent who has been a member in good standing of a FAWCO Club or is a FAWCO Individual Member, they must have been a member for a minimum of 16 months as of application deadline. The parent or grandparent must have been a member of a FAWCO club, Individual Member or a FAUSA Member by **September 27, 2019**.
- Complete and submit the 2021 FAWCO Foundation Dual Cultural Award Application.
- Not have received a prior Dual Cultural Award.

B: Applicant Information

- Name:
- Home Address:
- Telephone:
- Email Address:
- Date of Birth:
- Place of Birth: City, Country:
- Countries of Citizenship:
- Citizenship of Mother:
- Citizenship of Father:
- Number of years you lived outside of the US:

C: Applicant Declaration Signature To be completed by applicant.

I declare that:

- All the information given in this application is, to the best of my knowledge, factually correct.
- The requested essays have been written by me, without assistance from any other person.
- I am the eligible child or grandchild of a FAWCO club member or a FAWCO Individual member in good standing.
- I am not a dependent of a FAWCO or The FAWCO Foundation current Board member.

Insert scanned image of applicant's signature here or add electronic signature as an attachment.

D: Parent's Declaration To be completed by applicant's parent or grandparent.

I declare that:

- I am a member in good standing of a FAWCO Club or a FAWCO Individual member.
- I have been, or will have been, a member for at least 16 months on January 27, 2021.

Insert scanned image of parent's or grandparent's signature here or add electronic signature as an attachment.

Name of Applicant's Parent or Grandparent:

Date of application (DD/Month/YYYY)

E: FAWCO Club's Declaration To be completed by the FAWCO Club Representative, Club President or FAWCO President.

I verify that this application has been completed correctly. I affirm that the applicant's parent or grandparent is:

Name of applicant's parent or grandparent:

Parent or Grandparent is a member of the following FAWCO Club:

Exact date the parent or grandparent joined the above mentioned FAWCO Club:

Insert scanned image of signature here or add electronic signature as an attachment.

Name of FAWCO Club Representative, Club President or FAWCO President:

Date (DD/MONTH/YYYY):

F: Photo

- Applicant, please ensure your photo is clear and in color.

- Applicant should be smiling in the photo because it will be used for the Awards presentation at the FAWCO Conference in March 2021.
- Insert a recent full-face photo. It should be passport-size.

Insert photo here.

G: Applicant Essays

Since the FAWCO Foundation is unable to conduct personal interviews, **two essays** are required. These essays are designed to enable the Awards Committee to learn more about the applicants than their grades, scores and recommendations can indicate. The essays should reflect an applicant's own ideas and opinions and not those of a relative, friend or counselor. The members of the Awards Committee need and want to know the applicants themselves.

Each essay must:

- Be typed or inserted into this application in an **11-point font**.
- NOT exceed the limit of **200 words** per essay
- Address the requested topic. Essays that do not will not be considered.

1. Proposed Plan of Study Essay (200-word maximum)

In this essay, please:

- Describe your proposed project or program of study in the United States.
- Include a description of your abilities, interests, and previous experiences (if any) in the United States and/or new subjects you would like to explore.
- What you hope to accomplish during your stay in the United States.

Type or insert Proposed Plan for Study Essay text here

2. Biographical essay (200-word maximum)

In this essay, please describe your experience growing up in a bi-cultural environment.

Type or insert Biographical Essay text here.

H: Education

1. Secondary School Diploma/Certification

Give the name and address of the secondary school from which you have received or expect to receive a diploma. Please do not translate the name of the school or diploma.

Name of School	Address of School (City, Country)	Dates Attended	Diploma and Date received or expected

2. Additional Schools

Beginning with the most recent, please list the names and addresses of the Elementary and Middle Schools that you have attended. List up to four.

Name of School	Address of School (City, Country)	Dates Attended

3. Academic Accomplishment

Type or insert your Academic Accomplishments here in an **11-point font**. Limit to **one page** or less.

Briefly list and describe any achievements or recognition* you have received, such as:

- Honor Roll
- National Merit
- Scholarships
- Academic competitions, such as Science Fairs, Spelling Bees, Math Competitions, Speech or Debate Tournaments, etc.

*There are schools outside the US that do not give awards for academic achievement. Please make a note if this is the case.

Type or insert your list and description of Academic Achievements on this page.

4. Non-Academic Accomplishments

Type or insert your Non-Academic Accomplishments into this application in an **11-point font**. Limit to **one page** or less.

Briefly list and describe your Non-Academic Achievements, including:

- Principal extracurricular, community, church related or family activities
- Hobbies and special interests
- Events and/or major accomplishments, including musical, dramatic, athletic or other activity
- Positions of leadership held
- Non-academic honors and recognition
- Work experience paid or volunteer

Type or insert your list and description of Non-Academic Achievements on this page.

5. Transcripts

- Include the transcripts from your **most recent past** four semesters you were in school.
- Your transcripts must be in English with an explanation of the grading system or grade equivalents (i.e., 10=A+, etc.).
- Your transcripts **do not** need to be officially stamped or notarized copies.
- Scan and attach your transcripts on the following pages. You may add pages to this application.

Insert your transcripts here.

I: Letters of Recommendation

1. Two signed Letters of Recommendation must be emailed **DIRECTLY** from a teacher/professional to awards@fawcofoundation.org. The teacher/professional should know the applicant well but not be related to him/her by blood. Specifically,
 - One from a teacher or professor
 - One from a professional person who is not a member of your family
2. Letters must be in English, or with an English translation attached. Letters must be signed electronically by the author, or printed, signed, then scanned and emailed to the Awards Program Administrator.
3. Applicants are advised to request letters early as teachers/professionals need lead time to respond in a timely manner. Late or unsigned letters will not be accepted. Deadline for Letters of Recommendation is **January 27, 2021**.

J: Checklist

- Application, which includes:
- Biographical Essay
- Plan of Study Essay
- Academic Achievements
- Non-Academic Achievements
- Transcripts from last four school semesters
- Two Signed Letters of Recommendation
- Signed Declarations
- Passport-size Photo

The FAWNCO Foundation