

INSTRUCTIONS FOR SUBMITTING APPLICATION

US MAIL

The completed and signed application and an official transcript of grades must be received no later than, **12:00 P.M. Noon, Friday, April 1, 2022.**

Submit all documents to:

LAKEWOOD KIWANIS FOUNDATION, INC.

P.O. Box 770788

Lakewood, OH 44107-0024

EMAIL

Application@KiwansFoundation.com

Applications may be submitted by email to: Application@KiwansFoundation.com and must be received by **12:00 P.M., Friday, April 1, 2022.** Your guidance counselor should mail or email your transcripts, S.A.T. and/or A.C.T. scores to the address above. You must ask your guidance counselor to do so a minimum of one week in advance.

Email Format:

Subject Line must read: **2022 Lakewood Kiwanis Foundation Scholarship Application**

Application must be a Microsoft Word Document file and sent as an attachment.

File name must be:

2022 (*YourLastNameFirstInitial*)

Example: George Washington's application would be saved as: 2022WashingtonG.doc

GUIDANCE COUNSELOR

- Your application may be given to your high school guidance counselor to be sent with your transcripts and test scores.

Do NOT give your application to a Kiwanis member.

Do NOT attempt to drop off your application at our meeting place.

Handwritten applications will be rejected.

Use only one of the three methods described above for submitting your application. All questions regarding your application or its delivery should be directed to the email address: Application@KiwansFoundation.com or your school's college guidance counselor.

Answer each question completely, using as much space as needed. There is no restriction on the length of response to any of the questions. Submitted applications may be several pages in length. **Remember: Applications not adhering to the above instructions will be rejected.**