

Instructions for the EDWARD H. STAATS AND MARY STAATS Memorial Scholarship

The deadline for applications for the Staats Memorial Scholarship is **April 1, 2026**.

Please note: Graduating high school seniors will be given first preference regarding scholarships and amounts; however, university or technical school undergraduate students in good standing may also apply.

****Scholarship Requirements for Graduating High School Seniors****

To qualify for the scholarship, applicants must meet the following criteria:

1. Be a graduating high school senior in good standing who has demonstrated solid academic performance.
2. Be an active and faithful member of Saint Stephens Church.
3. Meet the admission requirements and be accepted by the school of their choice before the scholarship award is finalized.

****Application Process****

To apply for scholarship consideration, students must:

- Submit a completed typed application by April 1, 2026. This includes a typed list of activities as instructed on page 3 of the application.
- Complete the Scholarship Application Financial Information section and submit a copy of your FAFSA (Free Application for Federal Student Aid).
- Provide a typed personal statement detailing your goals and aspirations and explaining what Saint Stephens has meant to you in your life.
- Include a transcript of your high school credits and grades, along with a statement from your school confirming your grade point average (GPA) and class rank.
- Submit typewritten letters of recommendation from the following individuals:
 - Your high school principal
 - One high school teacher
 - One member of the community (who is not a relative)

****Requirements for University or Technical School Undergraduates****

- Must be a student in good standing at your institution, demonstrating strong academic performance.
- Must be an active and faithful member of Saint Stephen's Church, participating in its ministry.
- Submit a new, completed typed application by April 1, 2026. (Please provide typed activity information as instructed on page 3 of the application. Photocopies of previous applications will not be accepted.)
- Complete the financial information section of the scholarship application and include a copy of your FAFSA (Free Application for Federal Student Aid).
- Provide a typed personal statement detailing your continuing faith experiences beyond Saint Stephen's Church (as outlined on page 3 of the application).
- Include a transcript reflecting your undergraduate credits, grades, and overall academic standing.
- Submit a current typed letter of recommendation from a teacher, professor, or advisor at your current school.

**ALL SCHOLARSHIP DECISIONS AND AMOUNTS ARE MADE ENTIRELY AND SOLELY
BY THE STAATS MEMORIAL SCHOLARSHIP TRUSTEES.**

PERSONAL INFORMATION

ANSWERS MUST BE TYPED

Current Educational Status: ☐ Graduating High School Student ☐ Undergraduate

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ACTIVITIES

On a separate sheet of paper, type your full name in the upper right corner. Then, type the following headings, write your answers below each heading, and attach this to your application.

SCHOOL ACTIVITIES- Please describe the activities you have been involved in at your school.

CHURCH ACTIVITIES - Please describe the activities you have participated in at Saint Stephens.

COMMUNITY ACTIVITIES - Please describe your community activities and involvement.

PERSONAL STATEMENT

On another separate sheet of paper, type your full name in the upper right corner (in case it becomes separated from the rest of your application). Your Personal Statement should indicate your goals and aspirations, as well as what Saint Stephens has meant to you in your life.

OTHER SCHOLARSHIPS

I am applying for other scholarships. Yes ☐ No ☐

I have been awarded the following scholarships: _____

FINANCIAL INFORMATION

I estimate the cost for one year of the college or technical school I wish to attend (including tuition, books, room, and board) to be: _____

Of these annual costs, I expect my parents to contribute: _____

Of these annual costs, I will personally be able to contribute: _____

If employment is available, I intend to seek part-time summer employment. Yes ☐ No ☐

If employment is available, I intend to seek part-time work while in school. Yes ☐ No ☐

To the best of my knowledge, the above disclosures are true:

Signed: _____ Dated: _____

(See Scholarship Requirements Checklist on next page.)

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Scholarship Requirements Checklist

DON'T FORGET! ALL OF THE FOLLOWING MUST BE INCLUDED WITH THIS COMPLETED APPLICATION:

High School Seniors:

- ☐ A copy of your **FAFSA form**. ☐ A **typed Personal Statement** ☐ A **typed Activities** page
- ☐ A **transcript** of your high school credits and grades, along with a statement from your school containing your grade point average and class rank. (See your high school counselor.)
- ☐ A **letter of recommendation** from your high school principal.
- ☐ A **letter of recommendation** from a high school teacher.
- ☐ A **letter of recommendation** from one member of the community (not a relative).

Undergraduates:

- ☐ A copy of your **FAFSA form**. ☐ A **typed Personal Statement** ☐ A **typed Activities** page
- ☐ A **transcript** reflecting your undergraduate credits, grades, and overall academic standing
- ☐ A **typed letter of recommendation** from a teacher, professor, or advisor at your school.