

# PENINSULA HAWKS SCHOLARSHIP PROGRAM

If you are planning to continue your education at a vocational/technical school, community college, four-year college or any other accredited institution, the Peninsula Hawks Scholarship Fund program offers you the opportunity to qualify for scholarships given by local businesses, organizations and individuals who wish to help students on their way to a meaningful future.

Vocational or  
Technical School

2 Year  
College

4 Year  
College

**To qualify seniors must have earned 6 or more credits by attending classes ON-SITE at PHS and will receive a diploma from PHS on the graduation date of the current school year.**

Local donors who select their own recipients and Community Readers that select on behalf of donors use your scholarship portfolios to determine which students best meet their award criteria.

This packet includes 2 portfolios (1 black, 1 green) each loaded with 6 page protectors and instructions for the preparation of your scholarship portfolios. You must adhere to the parameters outlined in the packet. Portfolios that do not adhere to the parameters will not be accepted on turn-in-day.

In order to receive scholarships, you will need to purchase (from the SAVE Thrift Store) and complete a scholarship portfolio, attend the scholarship award ceremony, and write/submit thank you notes by specified deadlines. Scholarship money is sent directly to the educational institution and must be used for tuition, books or instructional fees ONLY. Any request for deferment of payment must be made in writing to the Peninsula Hawks Scholarship Committee by the specified on or before February 28th, 2024. All of this information can also be found at the Hawks Scholarship Fund link on the Peninsula High School website (under counseling).

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**Disclaimer:** The Community Readers are not affiliated with the scholarship committee or PHS staff. The Peninsula Hawks Scholarship Fund Committee (PHSFC) does not select the scholarship recipients, it oversees the program. The PHSFC is not a part of Peninsula School District. We work with PHS to assist students in submitting for scholarships through this program. As with any scholarship program, submitting a portfolio does not guarantee the receipt of a scholarship.



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## 2021-2022 Scholarship Calendar

**NOTE: All calendar dates are firm. Times and venues are subject to change due to district COVID19 protocols. Watch for changes.**

### **October 1 – Portfolios Go On Sale at the S.A.V.E. Thrift Store**

- The cost is \$10.00
- Cash or check only (checks payable to Peninsula Hawks Scholarship Fund or PHSF)

### **December 17 – LAST DAY TO PURCHASE PORTFOLIOS (10am-4pm S.A.V.E. Thrift Store)**

### **January 5 – PORTFOLIO TURN-IN DAY**

- PORTFOLIOS AND ALL ADDITIONAL FORMS MUST BE TURNED IN, BY THE STUDENT, TO THE SCHOLARSHIP COMMITTEE BETWEEN 8:00 AM and 2:30 PM IN THE LIBRARY.  
***NO LATE PORTFOLIOS ACCEPTED! NO EXCEPTIONS!***

### **Early-Mid February – Additional Scholarship Essays Due**

- Essays due for VFW, Gig Harbor Fisherman's Club, etc. Deadlines will be listed on supplemental scholarship paperwork to be handed out on January 5th at portfolio turn-in.
- Submit essays to Vicky Donahoe @ [vrdonahoe@gmail.com](mailto:vrdonahoe@gmail.com)

### **May 18 - Scholarship Awards Ceremony**

- ***ATTENDANCE IS REQUIRED!***
- 6:30pm in the Peninsula High School Auditorium

### **May 25 - Thank You Note Turn-In Day**

- ***THANK YOU NOTES ARE REQUIRED TO RECEIVE AWARDED SCHOLARSHIPS!***
- 8:00am - 2:30pm in the Peninsula High School Library

### **February 28, 2024 - Last Day to Claim your Scholarship Award Money**

- Scholarship money is sent directly to the educational institution you are attending and must be used for tuition, books and/or instructional fees only (no computers, uniforms, etc).
- Any request for deferment of payment must be made in writing to the Peninsula Hawks Scholarship Committee before this date.

**KEEP THIS CALENDAR  
IT CONTAINS ESSENTIAL DATES AND VALUABLE INFORMATION**



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## Preparing the Portfolio

**START EARLY** and put your portfolio together carefully. Your teachers, counselors, and members of the scholarship committee are willing to help you. We understand the importance of pursuing your dreams and life goals through education. **PORTFOLIOS THAT DO NOT ADHERE TO THE PARAMETERS WILL NOT BE ACCEPTED. FOLLOW DIRECTIONS!**

### PORTFOLIO CONSTRUCTION:

You will be assembling 2 identical portfolios. A scholarship portfolio consists of a maximum of 6 page protectors (2 sides each). **IT MUST BE ASSEMBLED IN THE FOLLOWING ORDER.**

**\*\*IMPORTANT** - Use standard margins on all documents to allow for portfolio binding and use plain white printer paper **ONLY** (no card stock, photo paper or decorative papers).

<input type="radio"/>	<div style="text-align: center;"> Photo</div> <p>Your Name Here</p>
<input type="radio"/>	
<input type="radio"/>	

**Title Page (page 1)** - This page should include your name and one current photograph of you. Your picture is required to be 4"x 6" minimum, appropriate and copied onto regular paper, not taped on.

Name	<input type="radio"/>
Title this page Statement of Purpose	<input type="radio"/>
	<input type="radio"/>

**Statement of Purpose (page 2)** - This essay is meant to reveal your direction in life in terms of who you are, where you are going, and how you plan to get there. Your essay may take any of several formats.

Possibilities:

- A story about an experience that made you realize who you are, what you stand for, and what you want to do with your life. The readers don't really want to know so much about the experience; they want to know *why/how* this experience affected you. Conclude your essay by connecting your experience to your future goals and aspirations.
- A straightforward essay about your goals and future career ideas. Include your plans for education, training, and your plans for financing your education. If undecided, explain what you are leaning toward doing as a career. Describe any personal experiences that helped you decide what you want to do with your life.
- Title this page Statement of Purpose and type your name in the top right hand corner of the paper (black ink only).

<input type="radio"/>  <input type="radio"/>  <input type="radio"/>	Transcript - leave blank
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**Transcript (page 3)** - Leave this page blank. The scholarship committee will add transcripts when they are available.

Name   Personal Data	<input type="radio"/>  <input type="radio"/>  <input type="radio"/>
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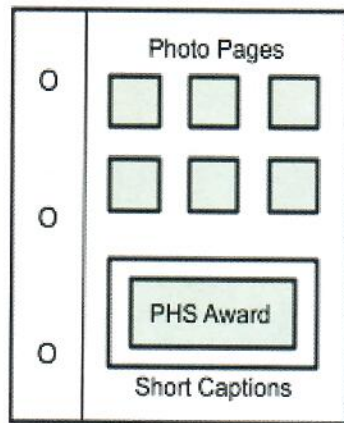
**Personal Data (page 4)** - Use the exact format shown on the Personal Data SAMPLE found in your portfolio instruction packet. There is not a template for this. You will need to format it yourself. It is important that it is accurate and reflects your activities for 9th through 12th grades only.

<input type="radio"/>  <input type="radio"/>  <input type="radio"/>	Letter of Recommendation
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Letter of Recommendation	<input type="radio"/>  <input type="radio"/>  <input type="radio"/>
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**Letters of Recommendation (pages 5 & 6)** - Complete the Personal Data Form for Recommendation Letter found in your instruction packet. You will need to make copies before handing them out to the people you are requesting letters of recommendation from. Ask for letters of recommendation early. You will need to include 2 letters of recommendation in your portfolio. It is preferred to have only one letter from a PHS staff member and one letter from a person outside PHS (i.e. an employer, community/club sport or activity coach/leader) but not required. Keep a copy of your original letters as you may need them before your portfolios are returned to you on May 25, 2022 (Thank You Note Turn-In Day).  
NOTE: The Personal Data Recommendation Form Letter is intended only for those you are requesting letters of recommendation from. It is NOT to be included in your portfolio.



Sample Layout

**Photo Pages (pages 7 through 12)** - Photocopy pictures of you participating in school and community sports and activities, volunteer service, work experience, interests/hobbies, etc. Your photos should support what you have included throughout your portfolio.

- Photocopy your awards and honors certificates, sports letters, race numbers, medals/ribbons/trophies, and other certifications (i.e. SCUBA card).
- You may include photocopies of newspaper articles about you, your artwork or short original poems.
- DO NOT INCLUDE any poems, songs/lyrics, or verses not written by you.
- Use plain white paper. No cardstock, photo or decorative paper. No taping originals on pages.
- You may use short captions only. No journaling.

## ADDITIONAL REQUIRED MATERIALS TO TURN IN ALONG WITH YOUR PORTFOLIOS:

- 2 extra copies of your Statement of Purpose
- 1 extra copy of your Personal Data Sheet
- Statement of Understanding/Release of Information with a parent/guardian signature (if you are under 18)
- Criteria Sheet - complete both sides

Your Name

## PERSONAL DATA

### EDUCATION

Grades 1-3 Minter Elementary  
Grades 4-5 Purdy Elementary  
Grades 6-8 Harbor Ridge Middle School  
Grades 9-10 Peninsula High School  
Grades 11-12 Running Start

### SCHOOL SPORTS

Cross Country, Grades 11-12  
Soccer, Grades 9-11  
(Plan to participate in the spring)

### SCHOOL ACTIVITIES/CLUBS

ASB Secretary, Grade 12  
Speech & Debate, Grade 11-12  
Band, Grade 9

### AWARDS/HONORS

Scholar Athlete, Soccer, Grades 9-12  
Soccer Captain, Grade 11  
Most Inspirational, Cross Country, Grade 11  
First Chair Flute Section, Grade 12  
President of Church Youth Group, Grade 12  
National Honor Society, Grade 12

### COMMUNITY SPORTS/CLUB SPORTS

Peninsula Lacrosse, Grades 11-12  
Harbor Soccer Club, Grades 9-12  
Dakine Volleyball Club, Grade 9  
PAA Basketball, Grade 10

### COMMUNITY ACTIVITIES

Peninsula Youth Orchestra, Grades 9-12  
YoungLife, Grades 9-12  
Pierce Co Search & Rescue, Grade 12  
Cello Lessons, Grades 9-12  
Boy Scouts, Grade 9-10

### INTEREST/HOBBIES

Snowboarding/Skiing  
Reading  
Hunting/Fishing

### INTEREST/HOBBIES (continued)

Hiking/Camping  
Music  
Ceramics

### VOLUNTEER SERVICE

Winterfest, Grades 9-10	8 hrs
Church Mission Trip, Grade 11 (guidelines noted below)	75 hrs
SAVE Thrift Store, Grade 10	12 hrs
Race for a Soldier, Grades 11-12	6 hrs
<b>TOTAL VOLUNTEER HOURS</b>	<b>101 hrs</b>

### WORK EXPERIENCE

Courtesy Clerk, Safeway Grades 11-12	8 hrs wkly	500 hrs
Lawn Care, Summers Grades 9-11	10 hrs wkly	300 hrs
<b>TOTAL WORK HOURS</b>		<b>800 hrs</b>

### FUTURE PLANS

Washington State University  
Major: Engineering  
Career Goal: Chemical Engineering

**NOTE: Volunteer/Mission Trips count as 15 hours per day (if summer) and 10 hours per day (if school year). United Way Guidelines. DO NOT include recreational days.**



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## Requesting Letters of Recommendation

- Start early, some individuals receive many requests for letters and cannot accommodate everyone.
- Fill out the "Personal Data Form for Recommendation Letter" completely and make copies.
- PHS staff members often receive many requests for letters and have the right to limit the number they will write. If a staff member has already written a letter of recommendation for you that has been addressed to a school or organization, a copy of that letter is acceptable for your scholarship portfolio. Ask the staff member to change the salutation to read "To Whom It May Concern."
- When deciding who to ask, look for people who know you well in different settings and who see different sides of you: a teacher, pastor, employer, club advisor, coach, family friend, business person, etc. It is recommended that you collect a total of three letters and choose your two favorites.
- Make an appointment with the person to ask for a letter of recommendation. At the time of the appointment, give the writer your completed "Personal Data Form for Recommendation Letter" form and a self-addressed and stamped envelope, if the letter is to be mailed back to you.
- Set a definitive date for when you would like the completed letter so that the writer knows his/her due date. Plan ahead to meet your timeline and allow 10-14 days for the completion of the letter. If you have not received the letter after reminding the writer, ask someone else.
- Do not assume that a person will write a recommendation for you if you leave a request via voicemail or text. Make personal contact with the individual.
- Write a short "thank you" to each person that provides you with a letter.
- Once you have the completed letters of recommendation, **SAVE THE ORIGINALS** and use copies in your portfolio. These letters will be of value to you in the future as you apply to colleges, for other scholarships or future work opportunities.

### THANK YOU NOTES

Thank you notes are very important as these people have expended personal time and energy on your behalf. Notes should be written in your best handwriting with no grammatical errors. Do a draft first; there should be no mistakes or extra marks on the note you send. Handwritten notes are best and preferred. If you must type include a short, handwritten sentiment as well as your signature.

# Personal Data Form for Recommendation Letter

Print your information in pen. Keep a copy for future use.

Student Name: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Provide a brief description of family (e.g. parents' occupation, number/age of siblings, etc.):

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Teachers to contact for personal information:

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Test Scores (highest single sitting): SAT \_\_\_\_\_ ACT \_\_\_\_\_ Cumulative GPA \_\_\_\_\_

School Activities (sports, performances, clubs, ASB, etc. that you've participated in on a regular basis. List the grade(s) (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>):

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Community Activities (sports, clubs, etc.) that you've participated in on a consistent and regular basis. List the grade(s) (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>):

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Leadership positions (president, treasurer, captain, group leader, etc.) that you've held in school and other organizations. List the grade(s) (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>):

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Volunteer/Community Service activities you've organized or been involved in. Please include total hours volunteered per activity. List the grade(s) (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>): \_\_\_\_\_

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**Awards or honors** you've received in high school: \_\_\_\_\_

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**Unique cultural experiences** you've had, including travel: \_\_\_\_\_

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**What words would others** (e.g. parents, friends, employers, etc.) use to describe you?

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Describe **one event in your life** (if any) which has **significantly impacted your character** and why. (This could range from a family or personal trauma, personal recognition, or unique experience.):

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List any **paid employment** during high school: \_\_\_\_\_

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Describe **what you hope to be doing 10 years from now** (e.g. job, family, location, etc.):

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Please list **anything else** about yourself that you think would be important in your letter of recommendation. An example would be overcoming adversity or?????

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# STATEMENT OF UNDERSTANDING & RELEASE OF INFORMATION

Students Name:

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Last Name

## I UNDERSTAND AND WILL COMPLY WITH THE FOLLOWING:

- Only qualifying seniors who have earned 6 or more credits on site at Peninsula High School and who receive a diploma from Peninsula High School on the graduation date of the current year, **2022**, are eligible for Peninsula Hawks Scholarship Fund scholarships.
- The scholarship portfolio, including Statement of Purpose, has been written and completed by student named above, with only minor assistance from others.
- The scholarship portfolios, forms and copies of specified sheets must be turned in by **2:30 PM, Wednesday, January 5th, 2022**, in the PHS library or other location designated by the Scholarship Committee.
- No changes or access to the portfolios are permitted after submission. The portfolios will be returned after thank you notes have been approved and accepted.
- A scholarship portfolio can be disqualified from scholarship competition for irresponsible behavior of the student.
- A scholarship portfolio can be disqualified from scholarship competition if the portfolio is found to contain documents that have been altered or misrepresented. These documents refer to transcripts, letters of recommendation, Statement of Purpose, etc.
- For other good causes determined by the Board of Directors of the Peninsula Hawks Scholarship Fund in its absolute discretion.
- An appropriate thank you note to each of your donors is absolutely required on **May 25, 2022**, Thank You Note Turn-In day. If all thank you notes are not turned in, the student's scholarship(s) will be revoked.
- The portfolio will be read by committee members, donors and Community Readers.
- The deadline for claiming awards offered to me through this program is **February 28, 2024**.

I agree that if I am offered and accept an award from Peninsula Hawks Scholarship Fund, they may use my name, my parents' names, my photograph, the name of my community, the name and address of my school, the amount of the award, and the name of the post-secondary institution I will attend and other information obtained under the auspices of this program in press releases, public announcements, donor requests for recipient contact information and other fundraising or promotional materials in all media (including the Internet), to advance the non-profit objectives of the Peninsula Hawks Scholarship Fund.  
**All information in my Scholarship Portfolio is true and correct to the best of my knowledge.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Student (use ink pen)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent if student is under 18 years old (use ink)



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## Scholarship Criteria Sheet

*Note: This is one of the most important sheets of paper you will complete. This is what gets your portfolio into the hands of the donors. Please take your time and fill it out with the utmost care. All information is optional, however, many scholarships are selected on specific criteria. Please write **legibly**.*

**Name:** \_\_\_\_\_ M F (Circle One)  
 Last First MI

**Address:** \_\_\_\_\_  
 Street City Zip

**Student Cell Phone:** \_\_\_\_\_ **Student Email:** \_\_\_\_\_

**Other Criteria:** (check ALL that apply to you, provide detail where requested)

<input type="checkbox"/>	You are the 1st generation in your family to attend college.
<input type="checkbox"/>	You are disabled. Description: _____
<input type="checkbox"/>	Your parent or grandparent is a graduate of Peninsula High School. Which year(s)? _____
<input type="checkbox"/>	Your parent(s) have membership in Peninsula Education Association (PEA) or are teachers. List name of parent(s) and where they work: _____
<input type="checkbox"/>	Your parent(s) have membership in Peninsula Clerical Unit (PSE). List name of PSE Clerical member and where they work: _____
<input type="checkbox"/>	Your relative works for Peninsula Light.
<input type="checkbox"/>	Your relative works in the fishing industry.
<input type="checkbox"/>	Your relative is a member of the Fraternal Order of Eagles.
<input type="checkbox"/>	Your parent or grandparent is active duty or served in the military. List name of parent(s) or grandparent(s): _____
<input type="checkbox"/>	You have participated in Little League: Gig Harbor _____ Key Peninsula _____
<input type="checkbox"/>	You have taken sign language.
<input type="checkbox"/>	You attended Key Peninsula Co-Op Preschool: Evergreen _____ Vaughn _____
<input type="checkbox"/>	You have participated in the AVID Program.
<input type="checkbox"/>	You have achieved Boy Scout rank of Eagle Scout or Girl Scout Gold Award

# EDUCATIONAL PLANS

Community College       4 Year University/College       Art Institute  
 Vocational or Technical College       Military       Other

Note: You may choose more than one type of school (i.e. you may choose Community College and 4 Year University/College if you plan to attend both)

**CAREER GOAL (Required):** \_\_\_\_\_

**AREA OF STUDY (Required):** You are required to number/rank your 1<sup>st</sup> through 3<sup>rd</sup> choices below. Even if you are unsure of your plans, please complete a ranking of 1-3 possibilities. (NOTE: 3 choices total, one 1<sup>st</sup> choice, one 2<sup>nd</sup> choice, and one 3<sup>rd</sup> choice)

ARTS & COMMUNICATION	BUSINESS & MARKETING	ENGINEERING & TECHNOLOGY	HUMAN & HEALTH SERVICES	SCIENCE & NATURAL RESOURCES
___ Advertising	___ Accounting	___ Architecture	___ Childcare	___ Agriculture
___ Actor	___ Actuary	___ Auto Repair/Body	___ Cosmetology	___ Animal Science
___ Communications	___ Marketing	___ Aviation	___ Massage Therapist	___ Veterinarian
___ Film/Radio/TV	___ Business (General)	___ Computer Science	___ Chiropractor	___ Ecology/Environment
___ Fashion	___ Customer Service	___ Construction	___ Education/Teacher	___ Fishing/Maritime Industry
___ Fine Arts	___ Hospitality	___ Engineer	___ Dentistry	___ Forensics
___ Florist	___ Human Resources	___ Electronics	___ Firefighter/Paramedic	___ Forestry
___ Visual Graphic Design	___ Insurance	___ Metal Working	___ Healthcare/Support Services	___ Geology
___ Interior Design	___ Entrepreneur	___ Robotics	___ Nursing	___ Chemistry/Physics
___ Music/Composer	___ Real Estate	___ Telecommunications	___ Physician/Surgeon	___ Biologist
___ Photography	___ Retail Sales	___ Transportation	___ Occupational/Physical Therapy	___ Zoologist
___ Public Relations	___ Banking	___ Industrial Design	___ Speech Pathologist/Audiology	___ Wildlife Management
___ Journalism/Writer	___ Financial Planner		___ Social Sciences	___ Meteorologist
___ Illustrator	___ Stock Broker		___ Culinary Arts	___ Astronomer
___ Sign Language	___ Finance		___ Law Enforcement	___ Landscape Architect
___ Other _____	___ Other _____	___ Other _____	___ Other _____	___ Other _____