

John Randolph Foundation

Hopewell Retired Teachers Association's

Charles W. Smith Memorial Scholarship Program Application Guidelines

PURPOSE:

To promote continuing education **for pursuing a career as an educator** by awarding scholarships for attendance at institutions of higher education to individuals who demonstrate financial need, academic achievement, and community involvement.

BACKGROUND:

The Hopewell Retired Teachers Association established the Charles W. Smith Memorial Scholarship Program in 1990.

Charles William Smith was born in Alexander City, AL, becoming a resident of Hopewell, VA in 1930 when he joined the Hopewell Public School System as a High School English teacher. He served as superintendent of Hopewell Schools from 1942 until his retirement in 1973. Mr. Smith served as president of the Virginia Association of School Administrators and chairman of the Legislative Committee of the Virginia Education Association. He also served for many years in a variety of volunteer positions in church and civic life. Following his retirement, Mr. Smith was president of the Historic Hopewell Foundation. Mr. Smith earned a bachelor's degree from Samford University in Birmingham, Alabama and a master's degree from the College of William and Mary in Williamsburg, VA.

Mr. Smith was universally regarded as a dedicated and effective leader in developing the Hopewell Public School System during his 43 years of service as a teacher and Superintendent of Schools. This scholarship will serve as a lasting memorial to his commitment to the education of Hopewell's youth.

POLICY:

The scholarship program is available to seniors attending Hopewell High School or a senior attending Appomattox Regional Governor's School or Maggie Walker Governor's School who is a resident of Hopewell. Student interns working for John Randolph Foundation are eligible to apply; however, foundation trustees, other foundation employees and their immediate families (parents, spouses, brothers, sisters, and anyone claimed as a dependent for tax purposes) are not eligible to apply.

SCHOLARSHIP APPLICANTS MUST:

1. Express a need and desire for continued education and wish to pursue a career as an educator;
2. Be a well-rounded individual with extracurricular activities;
3. Demonstrate scholastic achievement;
4. Demonstrate active participation in the community;
5. Provide verification of financial need;
6. Meet the remaining criteria as outlined in the application guidelines;
7. Have a G.P.A of 3.0 or better;
8. Submit a completed “John Randolph Foundation Scholarship Application” online; and
9. Mail or hand-deliver the “attachments” requested on the application (these attachments *cannot* be submitted online).

PROCEDURE and DEADLINES:

The scholarship amount is **\$1,000** and **will be paid directly to the school** for current year tuition, fees, books purchased through the institution attended, and on-campus dormitory and meal plan expenses. The scholarship committee will review and evaluate all applications and announce awards each spring. The committee will also review and revise the scholarship policy and criteria as necessary. The application may be obtained and submitted online at johnrandolphfoundation.org.

The deadlines are as follows:

- The **application must be completed online**. All required attachments must be either mailed to John Randolph Foundation, P.O. Box 1606, Hopewell, VA 23860 or delivered to the foundation’s office at 112 N. Main Street no later than 4:00 p.m. on February 15.
- If the above due date falls on a Saturday, Sunday or a legal holiday, then the deadline becomes the next business day by 4:00 p.m.

Direct any questions to the foundation office at the above address or call 458-2239.

FAILURE TO PROVIDE ANY OF THE ABOVE INFORMATION OR DOCUMENTATION BY THE DEADLINE WILL DISQUALIFY AN APPLICANT FROM CONSIDERATION FOR THE CHARLES W. SMITH MEMORIAL SCHOLARSHIP. THE JOHN RANDOLPH FOUNDATION SCHOLARSHIP COMMITTEE RESERVES THE RIGHT TO INTERVIEW APPLICANTS IN THE FINAL STAGES OF SELECTION.

THE DECISION OF THE SCHOLARSHIP COMMITTEE IN ALL MATTERS REGARDING SCHOLARSHIPS IS FINAL. CANVASSING ANY JOHN RANDOLPH FOUNDATION TRUSTEE OR EMPLOYEE SHALL RESULT IN IMMEDIATE DISQUALIFICATION. SCHOLARSHIP AWARDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS AND CONTINGENT UPON ACCEPTANCE AND ENROLLMENT IN AN APPROVED PROGRAM.

JOHN RANDOLPH FOUNDATION RESPECTS THE PRIVACY OF SCHOLARSHIP APPLICANTS. ANY PERSONAL OR FINANCIAL INFORMATION WILL BE USED FOR THE PURPOSE OF ASSESSING THE SCHOLARSHIP APPLICATION AND WILL BE MADE AVAILABLE SOLELY TO THE FOUNDATION'S TRUSTEES AND STAFF. WE MAKE EVERY EFFORT TO MAINTAIN YOUR CONFIDENTIALITY.

JOHN RANDOLPH FOUNDATION IS AN EQUAL OPPORTUNITY ORGANIZATION.