

BREWSTER E. AND EMILY C. PEABODY FUND

A Scholarship Program of the Community Foundation for Southeast Michigan

SUMMARY

The purpose of the Brewster E. and Emily C. Peabody Fund is to provide educational scholarship support to graduates of Chelsea High School. The first award was made in 1998.

The scholarship materials are available in the counseling Office of Chelsea High School and also available on the Community Foundation for Southeast Michigan website at cfsem.org/apply/scholarships/scholarship-opportunities.

The application deadline for this scholarship program is **April 1** each year.

BACKGROUND

Founded in 1997 by the estate of Emily C. Peabody, this fund provides scholarships, known as the Brewster Earl Peabody Scholarship Awards, to graduating seniors of Chelsea High School.

WHO MAY APPLY?

Seniors who are on track to graduate from Chelsea High School

Dependents of employees of the Community Foundation for Southeast Michigan, members of the Board of Trustees of the Foundation, the Advisory Committee of the Chelsea Community Foundation as well as dependents of employees of Chelsea High School, dependents of the Chelsea School District and dependents of the scholarship selection committee are ineligible for scholarship consideration.

WHAT ARE THE CRITERIA FOR SELECTION?

In addition to membership in the graduating class at Chelsea High School, the scholarship criteria for first year awards are:

- Academic scholarship and financial need
- The student must attend an accredited post-secondary educational institution on a full-time basis, which must be tax-exempt and classified as an educational institution under the Internal Revenue Code

WHAT ARE THE AWARD CONDITIONS?

- Application or acceptance as a full-time student at an accredited educational institution in the United States.
- Recipients must enroll full-time at a non-profit of public college or university in the United States
- If an award recipient withdraws from the educational institution, the award will be cancelled.
- If a recipient chooses to enroll at a different educational institution than originally indicated, he/she may use the scholarship at any of the other public or private colleges or universities that are tax exempt under 501(c)(3) of the Internal Revenue Code.
- All Brewster Earl Peabody Scholarship Awards winners are required to submit an official academic transcript at the end of their year of award.

HOW WILL SCHOLARSHIP AWARD PAYMENTS BE MADE?

- Award payments will be made to the Financial Aid Office, or its equivalent, of the educational institution in the name of the educational institution. Payments are limited to tuition and fees, books and supplies and room and board expense.
- Award payments will be made as soon as the (1) recipient has signed and returned the Terms of Grant Agreement to the Community Foundation, (2) the recipient has notified the Community Foundation of the eligible university in which he/she plans to enroll, (3) the university has verified enrollment and (4) the university has verified that it will not reduce previously awarded grant/scholarship aid as a result of this award, unless required by federal or state law.
- Awards are subject to state and federal income guidelines.

ARE AWARDS RENEWABLE?

Yes, the Brewster Earl Peabody Scholarship Awards considers renewal scholarships to eligible recipients.

HOW DO I APPLY?

- Get the Scholarship Application Form from the Counseling Office at Chelsea High School or from the “Common Forms for Applicants” at cfsem.org/apply/scholarships/scholarships-opportunities.
- Complete the Scholarship Application Form and submit it to the Counseling Office at Chelsea High School
- Also make sure to include your signed personal statement, which should include information about those who have influenced you and your educational and career goals.
- Request the release of your official copy of your high school transcript to the scholarship committee. Your Senior Year Fall grades and standardized test scores must be included on your transcript.
- Request that your counselor or one of your teachers complete the recommendation form on your behalf.
- You are responsible for seeing that all materials are postmarked or submitted to the Counseling Office at Chelsea High School on or before the April 1 deadline.
- Applications that are not complete by the deadline will not be considered.

Former award recipients who are applying for a renewal of the scholarship must:

- Submit a written request with an official academic transcript reflecting grades for the academic year
- Maintain full-time enrollment and achieve a progressively higher cumulative grade point average as they advance through their program of study

IMPORTANT DATES

- **April 1:** Deadline for the receipt of complete scholarship application and supporting materials at Chelsea High School Counseling Office
- **June:** Notification of recipients

If you need additional information or materials, please contact the Community Foundation for Southeast Michigan at 313.961.6675 or scholarships@cfsem.org.