

# MILLER OIL COMPANY SCHOLARSHIP PROGRAM



**FOR  
DEPENDENT  
CHILDREN  
OF  
MILLER  
OIL  
COMPANY  
EMPLOYEES**

The Miller Oil Company Scholarship Program requires that recipients must maintain a minimum full-time enrollment status (12 credit hours at a qualified institution as listed below) during the terms for which the scholarship is awarded. Any student who is applying for a Miller Oil Company Scholarship must submit a complete/signed application form and the required additional materials to be received in one packet by the Scholarship Selection Committee no later than May 1. Below is a detailed explanation of the program, outlining criteria for qualification. Follow all the instructions listed below:

## **ELIGIBILITY CRITERIA**

- ✓ Applicants must be high school seniors.
- ✓ Applicant's most recent and final official high school transcripts must have a minimum GPA of 3.0.
- ✓ Applicants must be dependent children of current Miller Oil Company employees who have worked for the company for a minimum of five (5) years.

## **QUALIFIED INSTITUTIONS**

Recipients may attend any accredited public or private, two-year or four-year college or university, or an institution offering a one-year certificate degree. The recipient's school of choice must be exempt from Federal income tax under Section (501)(c)(3) of the IRS Code. Funds will not be issued for any scholarship unless the school attended maintains this exemption.

## **SELECTION CRITERIA**

Scholarship recipients will be selected on the basis of academic achievement, financial need and potential to succeed in the student's chosen educational field. This is a competitive scholarship program. Scholarships shall be awarded on an objective and non-discriminatory basis without regard to race, creed, color, sex, age or disability.

Selections will be based on the application form information and the following materials that must all be received in one packet by the Scholarship Selection Committee no later than May 1:

- ✓ Applicant's official transcript with most recent grades and GPA. Class rank and SAT/ACT scores.
- ✓ Letter of recommendation from one of the applicant's high school teachers.
- ✓ Essay on the importance of education and applicant's intended educational and career goals.
- ✓ Letter setting forth financial need with substantiating documents.

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## **SCHOLARSHIP AWARDS**

Each student selected will receive a scholarship of \$1,000 to be paid in equal installments of \$500 for the fall/winter semester/quarter and \$500 for the spring/summer semester/quarter. To offset the cost of a two or four-year course of study, a subsequent scholarship award may be given when the scholarship recipient meets the award renewal criteria listed below.

## **ABOUT THE AWARDS**

Funds will not be issued until the Scholarship Selection Committee receives a copy of the applicant's official final high school transcript with grades and a minimum 3.0 GPA (4.0 scale) posted through the last semester. Scholarship funds may be applied to tuition, fees, books and supplies. Recipients will receive information and request of payment forms to complete and return to the Scholarship Committee. All information must contain the name and address of the school and student's name, permanent address and social security number. Checks will be issued directly to the school upon receipt of the required information. Award amounts will be determined by the financial information submitted by the parents, as well as information from the school that the recipient will attend. Unused funds will be returned to the Miller Oil Company Scholarship Fund.

## **AWARD NOTIFICATION**

The Miller Oil Company Scholarship Fund Committee will review all the application materials and prepare summary reports. The Scholarship Selection Committee will generate award letters with detailed information about the awards and also write letters to all candidates not selected to receive a scholarship. Decisions of the Scholarship Committee are final. Neither the Scholarship Selection Committee nor Members of the Board of the Miller Oil Company Scholarship Fund will release justification for recipient selections.

## **AWARD RENEWAL CRITERIA**

Scholarship award recipients will receive information on the renewal procedures from the Miller Oil Company Scholarship Committee. The scholarship may be renewed for one subsequent year if the student is attending a two-year college/university or for three subsequent years (or until a bachelor's degree is obtained, whichever is earlier) if the student is attending a four-year college/university. Renewal is conditional upon maintaining a minimum 3.0 GPA (4.0 scale) and continued full-time enrollment (minimum 12 credit hours) at the accredited school of undergraduate study. For scholarship award renewal, the student's official final transcripts from the previous academic year must be sent to the Scholarship Committee (in a sealed envelope from the registrar's office) and must contain the name of the college or university and the student's name, social security number and GPA.

## **MISCELLANEOUS**

In the event of serious malfeasance, breach of traditional conduct or conduct involving moral turpitude, a scholarship may be terminated at any time at the discretion of the Scholarship Selection Committee, whose decisions shall be final and binding.

## **DEADLINE**

The complete scholarship application packet must be received by the Miller Oil Company Scholarship Selection Committee no later than May 1.

# MILLER OIL COMPANY SCHOLARSHIP APPLICATION FORM

(Application form must be typed or printed clearly in black ink)

**Full Legal Name:** \_\_\_\_\_

**Permanent Address:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Telephone No:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Social Security No:** \_\_\_\_\_

**Current High School Name and Address:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Expected High School Graduation Date:** \_\_\_\_\_

**Father/Guardian's Full Legal Name:** \_\_\_\_\_

**Father/Guardian's Occupation and Employer:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Mother/Guardian's Full Legal Name:** \_\_\_\_\_

**Mother/Guardian's Occupation and Employer:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Ages of Applicant's Siblings:** \_\_\_\_\_

**No. of Siblings attending Educational Institutions beyond High School:** \_\_\_\_\_

**Unusual Family Expenses:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

# MILLER OIL COMPANY SCHOLARSHIP APPLICATION FORM

**High School Achievements, Awards and Honors:** \_\_\_\_\_

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**Work Experience and Community Activities:** \_\_\_\_\_

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**Leadership Experience you have had in the past:** \_\_\_\_\_

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**Qualified Schools applied to:** \_\_\_\_\_

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**Qualified Schools accepted by:** \_\_\_\_\_

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**Expected Educational Major and Intended Profession:** \_\_\_\_\_

**Anticipated Years of Educational Study beyond High School:** \_\_\_\_\_

I affirm that all the information which I have provided on this application form and additional submitted application materials are complete, accurate and true to the best of my knowledge. I understand that if any of the information provided is found to be inaccurate, my scholarship may be revoked.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Printed/Typed Full Name

\_\_\_\_\_  
Date

# MILLER OIL COMPANY SCHOLARSHIP APPLICATION PACKET

(Type or clearly print your full name on the top of each page of the following required Scholarship Application Materials)

## **ENCLOSE THE FOLLOWING REQUIRED SCHOLARSHIP APPLICATION MATERIALS:**

- ✓ Official high school transcript with most recent grades and GPA.
- ✓ Copies of class rank and SAT/ACT score sheet.
- ✓ Letter of recommendation from one of your high school teachers.
- ✓ Essay on the importance of education and your intended educational and career goals.
- ✓ Letter setting forth financial need with substantiating documents.

## **SCHOLARSHIP APPLICATION SUBMISSION INSTRUCTIONS AND DEADLINE:**

**You must mail the complete/signed scholarship application form and all other required scholarship application materials in one packet to:**

**Scholarship Selection Committee  
Attention: Robin Kules  
Miller Oil Company Scholarship Fund  
P. O. Box 963  
Virginia Beach, VA 23451**

**Complete Scholarship Application Packet must be received by the  
MILLER OIL COMPANY SCHOLARSHIP SELECTION COMMITTEE  
NO LATER THAN MAY 1**

**Questions may be directed to  
a member of the  
Miller Oil Company Scholarship Committee  
by calling: (757) 640-2157**

