

THE JUSTIN JOHNSON FOUNDATION, INC.
INSTRUCTIONS FOR APPLICANTS
2010

Please read instructions carefully. Applicants who do not follow instructions will not be considered. Applicants will not be notified of incomplete applications.

1. Applications must be complete before action can be taken. Please fill in ALL blanks on the forms unless completion is indicated as optional. If a question does not apply to you, please place N/A (not applicable) in the blank.
2. The committee strongly urges that the application be typed. If this is impossible, print clearly in ink.
3. Please **do not staple** any items together – we will collate your application as we review it.
4. If you download the application from the website and complete it on a pc, please keep all pages in sequential order.
5. Please include zip codes with all addresses.
6. **Please submit an official transcript.** Transcripts should show grades for the first semester of the senior year and ACT or SAT scores.
7. Attach a **SIGNED copy of parents'/guardians' tax return(s)** (Usually IRS form 1040 or 1040A) **for 2009**, whether self- or professionally-prepared. Prior year's tax returns are not acceptable. Please note that parents who complete their own returns must submit copies of all relevant W2 Forms.
8. If taxes are professionally prepared, please submit copies containing the preparer's signature and the name of the company for which the preparer works, if appropriate.
9. All associated tax schedules must be submitted with tax returns.
10. Legally emancipated minors must submit their own 2009 tax returns and follow the guidelines stated above for parental tax returns. Proof of emancipation should also be included.
11. Applications and all supporting paperwork can be mailed or delivered to the Foundation's physical address by the deadline, **May 10, 2010, 5:00 p.m.** Mailed applications **MUST** be received in our office by the deadline. Address all information to:

Justin Johnson Foundation Inc.
 POB 191164
 Atlanta, GA 31119-1413

Application Checklist

Place a check in the box on the left, as each piece of information is included in the application. Return this sheet with your application.

√	Required Information
	Application Sheets (Pages 5 and 6)
	Essay (Page 7) Additional sheets may be used if needed.
	Financial Need Worksheets (Pages 8, 9, and 10)
	*Reference Sheet (Page 11) *References (Please place names of references on the following three lines.)
	1.
	2.
	3.
	Applicant Information Form (Voluntary) (Page 12)
	2009 Parental/Guardian Tax Information (Usually form 1040 or 1040A)
	W2 Forms (if self-prepared)
	All necessary schedules attached
	Parental signature on tax forms (if self-prepared)
	Preparer's signature and name of preparer's firm (if professionally prepared)
	**Official High School Transcript including SAT and/or ACT Scores

* Letters of reference **must** include the applicant's name in the top right hand corner.

** We recognize that official high school transcripts containing SAT/ACT scores may arrive separately from the application. However, **it is the applicant's responsibility to ensure that all required information has been received by the application deadline (May 10th, 2010 by 5:00 p.m.)**. The Foundation **will not** notify applicants of incomplete or inadequately completed applications.

***Special Circumstances**

The Foundation recognizes that some applicants have special circumstances that may prevent the submission of all required information. In that case, the applicant should submit a cover letter explaining his or her circumstances and requesting special consideration.

***An Important Note about Financial Need**

Financial need is defined as an inability to pay for a substantial portion of college tuition because of basic financial challenges. It is not determined by lack of parental willingness to pay nor is it influenced by parental financial obligations in the face of a generous level of income. However, each application will be individually reviewed and extraordinary family circumstances will be considered.

THE JUSTIN JOHNSON FOUNDATION, INC.
MERIT SCHOLARSHIP APPLICATION
2010

Name _____ Age _____ Sex _____ D.O.B. _____ **Picture (REQUIRED)**

Address _____

City, State, Zip _____

Phone # _____ Cell Phone # _____ S.S. # _____

Father's Name _____

Address _____

City, State, Zip _____

Phone _____

Place of Employment _____

Mother's Name _____

Address _____

City, State, Zip _____

Phone _____

Place of Employment _____

List stepparents, guardians, or two other relatives:

Name _____ Relationship to student _____

Address _____

City, State, Zip _____

Phone # _____

Name _____ Relationship to student _____

Address _____

City, State, Zip _____

Phone # _____

The following question is for informational purposes only, and has no bearing on the scholarship application:

How did you find out about the Justin Johnson Foundation _____

Applicant Name _____

Number and age of sibling's _____

Present High School _____

Is English the primary language spoken in your home? _____ If not, what language? _____

GPA: 4.0 scale Un-weighted _____ Weighted _____ 5.0 scale Un-weighted _____ Weighted _____

(Include both if applicable)

Do or did you take IB or AP classes in high school? _____ If so, how many? _____

(The committee has the right to exercise discretion regarding GPA in cases where IB and/or AP classes were taken)

Rank in Class _____ Total Number in Class _____ Quartile Ranking _____

Test Scores: ACT _____ SAT _____

Have you ever been suspended, expelled, or put on probation? _____

If so, state the reason _____

Possible college choices: (1) _____
(List in order of preference.) (2) _____
(3) _____
(4) _____

List all colleges to which you have made application. _____

Indicate your career goals. _____

List Bachelor's Degree you will seek. If undecided, list those being considered in order of preference.

List Honors. _____

Are you presently employed? _____ Where? _____

Past work experience _____

Interests/Activities _____

Church/Community Affiliations _____

In a brief essay (750 word maximum), give your reasons for wanting this scholarship and why you believe you deserve consideration. If you have circumstances that warrant special attention, please explain those in your essay. Attach additional sheet(s) if necessary:

Please use the Financial Need Worksheets (pages 8 and 9) to compute the information to be placed on this page. Submit the completed Financial Need Worksheets with your application. All federal and institutional awards and aid will be verified by the Foundation.

UNIVERSITY OF FIRST CHOICE

Name of University _____

Total Costs \$ _____

Total Resources \$ _____

UNIVERSITY OF SECOND CHOICE

Name of University _____

Total Costs \$ _____

Total Resources \$ _____

FINANCIAL NEED MEMO ITEMS

Estimated student income during school year while in college \$ _____

Estimated student income during summer while in college \$ _____

Mother's Income \$ _____

Father's Income \$ _____

Stepmother's Income \$ _____

Stepfather's Income \$ _____

Does your mother support you financially? Yes No

Does your father support you financially? Yes No

Does your stepmother support you financially? Yes No

Does your stepfather support you financially? Yes No

Do you receive support from a guardian or any other family member? Yes No

If your parents/stepparents are making no financial contribution or a very limited financial contribution toward your college expenses, please explain why: _____

If you entered an amount in Trust or Other Sources of Income under RESOURCES, please explain the nature of this funding:

If you did not list any Federal Financial Aid under RESOURCES, please explain why.(i.e., you have applied but have not received a response, you have applied and were not offered any federal financial aid, you have not applied, etc.:)

Of your scholarship applications still pending, briefly assess your chances of receiving additional scholarship funds from these sources:

If you or your family own real estate or investments, please describe their worth or appraised value. _____

Please complete the following Financial Need Worksheets for your top two college choices and submit with application.

FINANCIAL NEED WORKSHEET #1

University of First Choice _____

COSTS List all costs in terms of amount per year.

- A) Tuition \$ _____
- B) Fees \$ _____
- C) Books \$ _____
- D) On Campus Room \$ _____
- E) On Campus Board \$ _____
- F) Other (please specify) _____ \$ _____
- G) **Total Costs (lines A-F)** \$ _____

RESOURCES List all resources in terms of amount per year.

- H) Parental Contribution \$ _____
Student Contribution \$ _____
- I) Trust or Other Sources of Income \$ _____
- J) University Tuition Fee Waiver \$ _____
- K) Other University Funding \$ _____
- L) Federal Financial Aid \$ _____
 - 1. Loans \$ _____
 - 2. Grants \$ _____
 - 3. Work Study \$ _____

M1) Scholarship Sources Received- list each scholarship individually and indicate if each scholarship is renewable or non-renewable.

(Example: John Doe Scholarship, \$500/year, renewable for 4 years)

- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____

(M2) Scholarship Sources With Application Pending- list each scholarship individually and indicate if each scholarship is renewable or non-renewable.

(Example: John Doe Scholarship, \$500/year, renewable for 4 years)

- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____

N) Total Resources (lines H-M1): \$ _____

FINANCIAL NEED WORKSHEET #2

University of Second Choice _____

COSTS List all costs in terms of amount per year.

- A) Tuition \$ _____
- B) Fees \$ _____
- C) Books \$ _____
- D) On Campus Room \$ _____
- E) On Campus Board \$ _____
- F) Other (please specify) _____ \$ _____
- G) Total Costs (lines A-F) \$ _____

RESOURCES List all resources in terms of amount per year.

- H) Parental Contribution \$ _____
- Student Contribution \$ _____
- I) Trust or Other Sources of Income \$ _____
- J) University Tuition Fee Waiver \$ _____
- K) Other University Funding \$ _____
- L) Federal Financial Aid
 - 1. Loans \$ _____
 - 2. Grants \$ _____
 - 3. Work Study \$ _____

M1) Scholarship Sources Received- list each scholarship individually and indicate if each scholarship is renewable or non-renewable.

(Example: John Doe Scholarship, \$500/year, renewable for 4 years)

- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____

(M2) Scholarship Sources With Application Pending- list each scholarship individually and indicate if each scholarship is renewable or non-renewable.

(Example: John Doe Scholarship, \$500/year, renewable for 4 years)

- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____

N) Total Resources (lines H-M1): \$ _____

Applicant Name _____

List three character references. Please attach letters of recommendation from each. References may be supplied by teachers, clergy, employers, etc. References supplied by family members will not be accepted.

1.Name _____

Address, City, State, Zip _____

Phone _____ Occupation _____

2.Name _____

Address, City, State, Zip _____

Phone _____ Occupation _____

3.Name _____

Address, City, State, Zip _____

Phone _____ Occupation _____

We welcome any additional comments regarding special circumstances your references may wish to provide to the committee in support of your application.

FOR STUDENT ONLY

I certify that all information submitted by me as a part of this application is my own work and is true and complete to the best of my knowledge.

Signature _____ Date _____

FOR PARENT(S)/GUARDIAN(S) ONLY

I certify that all information submitted on this application is true and complete to the best of my knowledge.

Father/Guardian: Signature _____ Date _____

Mother/Guardian: Signature _____ Date _____

Please indicate if you would also like to be considered for The Foundation's Two-Year Junior College Scholarship. You will not need to complete a second application. The Junior College Selection Committee will use the information provided in this application. The Junior College Scholarship is \$1,000 per year (\$500 per semester), which may be applied towards tuition, books and fees at Rogers University in Claremore or Tulsa Community College. **This will in no way be detrimental to your consideration for the Four-Year Merit Scholarship.**

____ Yes, please consider me for the Two-Year Junior College Scholarship.

Please return this application to your high school counselor.

FOR COUNSELORS ONLY (Optional)

I certify that I have reviewed this application and that it is complete and accurate to the best of my knowledge.

Signature _____ Date _____

Applicant Information Form

Note To Applicant: Completion of this form is voluntary on your part. Applicants are considered for this scholarship without regard to race, color, religion, sex, or ethnic origin. African American, Asian/Pacific Islander, Hispanic, and Native American students are encouraged to apply. However, the information sought herein is to assist the Foundation with demographic record keeping relative to our applicant pool (and will be kept in a confidential file separate from the scholarship application).

Name: _____

Sex: Male ___ Female ___

Race:

African American _____

Asian/Pacific Islander _____

Caucasian _____

Hispanic _____

Native American _____ (Please provide a copy of your Tribal Roll Card)

Other: _____

Applicant's Signature: _____ Today's Date: _____