

**THE NEW MEXICO STATE CHAPTER
P.E.O. SISTERHOOD**



**P.E.O. NEW MEXICO SCHOLARSHIPS
SPONSORING CHAPTER
and
APPLICANTS HANDBOOK**

2025-2026



Table of Contents

<u>Topic</u>	<u>Page</u>
Chart of P.E.O. NM State Scholarships	3
Candidate Eligibility/Flowchart	4
Notes to Chapter Sponsors	5-6
Directions for High School Applicants	7-8
Directions for College/University Applicants	9
Directions for NM Career & Tech Ed (CTE)	10-12
Guidelines for Chapter Scholarship Committees	13-14
Tax Liability Information	14
Scholarship Acceptance Form	15
Scholarships' Scoring Rubric	16

**P.E.O. NEW MEXICO STATE CHAPTER SCHOLARSHIPS
2025-2026**

Scholarships for New Mexico Women	Delilah Williams I & II Scholarship	Francine Neff Scholarship I, II, III, IV	NM Career & Technical Education Scholarship	New Mexico State Scholarship	Jean Boswell Foundation Scholarship
College Requirements:	DWI: Any first year student, <u>regardless</u> of the number of dual credits enrolled at a NM institution or Cottey College. DWII: Sophomore level for an academic year enrolled at a NM institution or Cottey College.	Freshman, Sophomore, Junior, or Senior level enrolled for an academic year at Cottey College.	Freshman or Sophomore level enrolled for an academic year at any vocational or technical school or community college.	Junior or Senior level enrolled for an academic year at any four-year college.	Junior or Senior level enrolled for an academic year at any four-year college.
Evaluation Criteria:	Scholastic ability, personal essay, participation in school and community activities, letters of recommendation, potential to succeed.	Scholastic ability, personal essay, participation in school and community activities, letters of recommendation, potential to succeed.	Scholastic ability, participation in school and community activities, employment history, volunteer activities, potential to succeed.	Scholastic ability, personal essay, participation in school and community activities, letters of recommendation, potential to succeed.	Scholastic ability, personal essay, participation in school and community activities, letters of recommendation, potential to succeed.
Renewable:	Yes	Yes	Yes	No	No
Payment: [Note: final amount awarded will be determined by the NMSC Exec. Board]	Paid directly to the institution in two equal installments, one each semester. (Min. of \$2,000)	Paid directly to the institution in one installment. (Min. of \$2,500)	Paid directly to the institution in one installment. (Min. of \$1,000)	Paid directly to the institution in two equal installments, one each semester. (Min. of \$2,000)	Paid directly to the institution in one installment. (Min. of \$2,500)
Documents required for application:	Application, Most recent official transcript, Letters of recommendation Resume, and Personal statement.	Application, Most recent official transcript, Letters of recommendation Resume, and Personal statement.	Application, Most recent official transcript (if applicable), Letters of recommendation Resume, and Personal statement.	Application, Most recent official transcript, Letters of recommendation Resume, and Personal statement.	Application, Most recent official transcript, Letters of recommendation Resume, and Personal statement.
Prior to awarding scholarship funds:	Must provide a confirmation of enrollment.	Must provide a confirmation of enrollment.	Must provide a confirmation of enrollment.	Must provide a confirmation of enrollment.	Must provide a confirmation of enrollment.
Deadline:	February 1st	February 1st	February 1st	February 1st	February 1st

NEW MEXICO STATE CHAPTER
P.E.O. SISTERHOOD

ACADEMIC YEAR FOR NM STATE SCHOLARSHIPS

Academic status at end of 2025-2026 school year

```
|
|
+-----HS Senior accepted to---+
|      (HS application)          |
|                                |
|                                | Cottey -----Francine Neff I
|                                |
|                                | Other NM college --Delilah Williams I
|                                |
|                                | Career & Technical Education (CTE)
|
+-----College Freshman-----+
|      (College application)    |
|                                |
|                                | Cottey -----Francine Neff II
|                                |
|                                | Other NM college--Delilah Williams II
|                                |
|                                | Career & Technical Education (CTE)
|
+-----College Soph/Jr-----+
|      (College application)    |
|                                |
|                                | Cottey -----Francine Neff III/IV
|                                |
|                                | Career & Technical Education (CTE)
|                                |
|                                | Other college+----Jean Boswell and
|                                |
|                                | +----NM State
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**NEW MEXICO STATE CHAPTER
P.E.O. SISTERHOOD**

NOTES to CHAPTERS

Calendar for Scholarship Applications: Applications MUST be submitted no later than February 1st. Selection is made in February with candidates and chapters notified in March or April. Scholarships are awarded in two payments, half the first semester and half the second semester of the year following acceptance.

Applicant requirements: Must be a US Citizen, cannot be related to a member of the Scholarship Committee (related to a P.E.O. is acceptable), and must meet requirements of the scholarship for which applying. A student may apply for more than one scholarship; however, a student may receive only one scholarship.

NM State Scholarships: The NM State Scholarships are funded and awarded by the NM State Board and the NM Scholarship Committee. These scholarships are the Delilah Williams I, Delilah Williams II, New Mexico State Scholarship, and the NM Career & Technical Education (CTE). Scholarships are awarded once a ***Confirmation of Enrollment*** (COE) email is received from the college/university registrar for each semester. Funds are sent by the New Mexico State Treasurer **or** the P.E.O. Foundation directly to the institution.

Letters of congratulations (or regrets) are sent to both the student and chapter submitting applications. Announcements are made approximately within six weeks following the application deadline. An ***Acceptance Form*** is then sent which outlines the conditions for accepting the scholarship, as well as a ***Notice About Tax Information***. The ***Acceptance Form*** must be completed and returned immediately.

Francine Neff / Jean Boswell / New Mexico Career & Technical Education Scholarships:

The Francine Neff, Jean Boswell, and New Mexico Career & Technical (CTE) Scholarship* are New Mexico scholarships but require approval by and paid through the International P.E.O. Foundation. Once a student is voted upon favorably by the State Scholarship Committee, the Chair of the State Scholarship Committee submits the name to the Foundation. The student's application is subsequently voted upon by the Foundation's Board of Trustees. This process may take up to four weeks.

The Chair of the State Scholarship Committee is notified of the student's acceptance. The acceptance letters to the chapter and student can ***only*** be sent upon receiving certification from the Foundation. This time frame could be as much as one month from when the notifications for the New Mexico scholarships are sent. The Foundation is not necessarily going to disapprove a student, but this is their process. Once approved, the Scholarship Committee Chair will contact the student to assist them in electronically linking to the foundation.

Scholarship payments by the P.E.O. Foundation are made according to their rules and on their schedule. The ***Confirmation of Enrollment*** forms are submitted through the portal between July 1- December 1 of

each year and payments are made directly to the institution of higher education in the fall semester. Students who receive these scholarships will also be sent an *Acceptance Form* that outlines the conditions of the scholarship to complete and return, along with a notice about *Tax Liability*.

* The NM CTE is a new scholarship. Funds for these awards will come from generous Chapter donations.

Number of Applicants per Chapter:

There is no limit to the number of applicants a chapter may submit. Scholarships are awarded on merit: grades, activities, goals, and potential for success. Many chapters submit more than one applicant and may submit an applicant for more than one scholarship (e.g., the Jean Boswell and New Mexico State).

A Strong Application:

These scholarships are highly competitive! The responsibility resides with the submitting chapter to ensure that the applications are complete and correctly display the student's strengths and abilities. The better the student is represented through her purpose/goal statement, grades, outside activities, potential to succeed, and ability to express herself, the higher the application will be scored.

It is critical that the personal purpose/goal statement effectively reflects the student's abilities and future goals. Please ensure that the personal statement is well-written to include spelling and grammar. The statement should tell the committee more about the student, her dreams, where she stands in achieving those goals, and well-reflects her personality.

Criteria for Evaluation of Applications: (see included scoring rubric p.

- Ability to communicate strengths
- Focused goals with specific steps towards achieving those goals
- Academic standing/GPA
- Potential to succeed
- Activities that enhance the student's academic objectives

Number of Scholarships Awarded:

The number of scholarships awarded is dependent upon the funds available. This is true for both NM State awarded scholarships and those funded by the Foundation. The more donations made by chapters (and individuals) to the NM scholarships, the more funds available to award.

Scholarship Committee:

The Scholarship Committee is comprised of a chair and three or four members. These women spend many hours reading and scoring the applications using a predetermined rubric approved by the NMSC Executive Board. If a tie exists between candidates when scores are compared, the Chair is the tie breaker. While the Scholarship Committee votes and selects winners, the NMSC Executive Board has the financial responsibility of allocating funds for the scholarships.

DIRECTIONS for HIGH SCHOOL APPLICANTS
Francine Neff, Delilah Williams I, or CTE Scholarships

DEADLINE TO BE SUBMITTED IS FEBRUARY 1ST

These are merit-based scholarships

Complete the scholarship application found on the New Mexico P.E.O. website. [Go to www.nmpeo.org then click on PROJECTS.]

Incomplete or outdated forms will not be accepted.

Ensure ALL questions/blocks are answered (e.g., US Resident).

Completed applicant “packets” are to be uploaded with all documents in one file.

Official Transcript with Fall Grades:

Request an official copy of your transcript (with Fall 2025 grades) which is signed by a high school administrator and placed in an envelope with an official seal. Include the transcript with your application materials.

Letter of Recommendation:

Obtain one *Letter of Recommendation* from a faculty member at the high school you are attending who is knowledgeable about your academic abilities, leadership roles in school, and your personal initiative. The letter must be original (photocopies will NOT be accepted), **dated no earlier than December 1, 2026** and signed by the person writing the letter. The letter should be in a sealed envelope, with the writer’s name signed across the flap or, if sent electronically, it must be sent in PDF format.

Resumé:

Write a personal resume using these guidelines: It must be computer generated, no more than one page single-spaced or two pages double-spaced and must be signed and dated. The resume should include the following information:

- Academic or special honors received (with dates) while attending high school.
- Participation in student organizations while attending high school. Specify whether on and/or off campus, dates of participation, and any offices held (with dates).
- Volunteer or community service while attending high school. Specify whether on and/or off campus, dates of participation, and any offices held (with dates).
- Athletics/hobbies while attending high school.
- Employment history while attending high school (with dates).

Statement of Purpose:

Write a *Statement of Purpose* which outlines your long-term goals and how you plan to achieve them. Address how furthering your education will help you achieve those goals. The committee expects to see information that will indicate your ability to succeed in achieving your goals. The statement must be computer generated and no more than 1 page single-spaced or 2 pages double-spaced. The *Statement of Purpose* must be signed and dated.

Official College Transcript:

If you have completed/attempted any college classes (Dual Credit or a college/high school program) you must provide an official transcript from the college showing your academic standing. ESPECIALLY important is providing a transcript if you are graduating from high school with a minimum of 60 credit hours.

**REMEMBER, BEGIN EARLY (NO LATER THAN
THE END OF THE FALL SEMESTER/GRADING PERIOD)
AND SUBMIT TO YOUR P.E.O. SPONSOR
NO LATER THAN MID-JANUARY.**

**If you have questions don't hesitate to contact the Scholarship Liaison who is
working with you!**

DIRECTIONS for COLLEGE/UNIVERSITY APPLICANTS

**The Delilah Williams II, Francine Neff (II, III or IV),
Jean Boswell, and the NM State Scholarship**

DEADLINE TO BE SUBMITTED IS FEBRUARY 1ST

These are merit-based scholarships

Complete the scholarship application found on the New Mexico P.E.O. website. [Go to www.nmpeo.org then click on PROJECTS.] **Incomplete or outdated forms will not be accepted. NOTE: Applicant “packets” are to be uploaded with all documents in one file.**

Official Transcript with Fall Grades: Contact the registrar of your educational institution and request a copy of your most recent official transcript to be sent electronically to the P.E.O. sponsor's email address.

Letter of Recommendation: Obtain one *Letter of Recommendation* from a college/university faculty member who is knowledgeable about your academic abilities, your personal initiative, and any leadership roles at the post-high school level. The letter must be original (photocopies will NOT be accepted), **dated no earlier than December 1, 2026** and signed by the person writing the letter. The letter should be in a sealed envelope, with the writer's name signed across the flap or, if sent electronically, it must be sent in PDF format.

Resumé: Write a personal resume using these guidelines: It must be computer generated, no more than one page single-spaced or two pages double-spaced and must be signed and dated. The resume should include the following information BASED UPON YOUR TENURE AT COLLEGE:

- Academic or special honors received (with dates).
- Participation in student organizations. Specify whether on and/or off campus, dates of participation, and any offices held (with dates).
- Volunteer or community service. Specify whether on and/or off campus, dates of participation, and any offices held (with dates).
- Athletics/hobbies.
- Employment history (with dates).

Statement of Purpose: Write a *Statement of Purpose* which outlines your long-term goals and how you plan to achieve them. Address how furthering your education will help you achieve those goals. The committee expects to see information that will indicate your ability to succeed in achieving your goals. The statement must be computer generated and no more than 1 page single-spaced or 2 pages double-spaced. The *Statement of Purpose* must be signed and dated.

Send the items listed above to your sponsoring chapter representative as early in January as possible, but NO LATER THAN JANUARY 15TH.

NM CAREER & TECHNICAL EDUCATION SCHOLARSHIP for HIGH SCHOOL and COLLEGE APPLICANTS

DEADLINE TO BE SUBMITTED IS FEBRUARY 1ST

These are merit-based scholarships

The New Mexico CTE Scholarship is a program designed to provide educational funding for women pursuing a Career or Technical certification. Women who have earned their high school diploma or GED are eligible for this scholarship at any time during their working lives. This is a merit-based scholarship. Applicants are asked to submit a letter of recommendation, a personal statement of goals and how they will be achieved, a resume, and a letter of sponsorship by a New Mexico P.E.O. Chapter. Scholarship funds may be used for all academic expenses including tuition, fees, books, supplies, and other needed items such as uniforms, special equipment, or tools. Funds used for meals or housing may incur a tax liability.

Scholarship funds are awarded in the fall. Students may apply for a second year of funding and present their academic records in addition to the other application materials as evidence for the awarding of a second year of funding.

DIRECTIONS FOR APPLICANTS:

Complete the scholarship application found on the New Mexico P.E.O. website. [Go to www.nmpeo.org then click on PROJECTS.] **Incomplete or outdated forms will not be accepted. NOTE: Applicant “packets” are to be uploaded with all documents in one file.**

***Official Transcript:** [Special note * If a recent high school graduate, you must provide an official copy of your high school transcript. If any college classes have been attempted or completed, you must provide an official copy of your college transcript.] **If the applicant is applying for a second year of support, include an official transcript with the most recent term course work and grades.** Most schools now send official transcripts electronically. If your school submits them this way, they must be in pdf format. No other formats are acceptable.

Letter of Recommendation: Obtain one *Letter of Recommendation* that introduces you as a worthy candidate for scholarship. The letter should be from a former teacher, employer, pastor, or a personal reference. The person writing the reference should be knowledgeable about your abilities and initiative. The letter must be original (no photocopies will be accepted), **dated no earlier than December 1, 2026,** and signed by the person writing the letter. The letter should be sent in pdf format.

Resumé:

Write a personal resume using these guidelines: It must be computer generated, no more than one page single-spaced or two pages double-spaced and must be signed and dated. If the applicant is a recent high school graduate, information related to the following bullets should be included. Otherwise, applicants

should list volunteer or community service, an employment history, and any other relevant activities or information.

- Academic or special honors received (with dates) while attending high school.
- Participation in student organizations while attending high school. Specify whether on and/or off campus, dates of participation, and any offices held (with dates).
- Volunteer or community service while attending high school. Specify whether on and/or off campus, dates of participation, and any offices held (with dates).
- Athletics/hobbies while attending high school.
- Employment history while attending high school (with dates).

Statement of Purpose: Write a *Statement of Purpose* which outlines your long-term goals and how you plan to achieve them. Address how furthering your education will help you achieve those goals. The committee expects to see information that will indicate your ability to succeed in achieving your goals. The statement must be computer generated and no more than 1 page single-spaced or 2 pages double-spaced. The *Statement of Purpose* must be signed and dated.

Send the items listed above to your sponsoring chapter representative as early in January as possible, but **no later than January 15, 2026.**

NOTES TO CHAPTERS:

Calendar for Scholarship Applications: Applications are submitted each January, selection is made in February, and candidates and chapters are notified in March or April. They are awarded in a single payment in the fall of the year following acceptance. Candidates must provide a letter be accepted into their program of study by the application deadline of February 1st. Candidates may attend institutions in New Mexico or outside of the state.

Applicant requirements: Must be US Citizen or legal resident who currently resides in New Mexico, must not be related to a member of the scholarship committee, may be related to a P.E.O. member, and must meet requirements of specific scholarship.

The New Mexico CTE Scholarship is approved and paid through the P.E.O. Foundation. Once a student is voted upon favorably by the NM State Scholarship Committee, the Chair of the State Scholarship Committee submits the name to the P.E.O. Foundation. The student's application is voted upon by the P.E.O. Foundation's Board of Trustees. This may take up to four weeks, once the student's name is submitted. The Chair of the NM State Scholarship Committee is then notified of the student's acceptance. The acceptance letter to the chapter and the student may then be sent, but not until that time. This time frame could be as much as one month following the time when the letters for the New Mexico scholarships are sent. The P.E.O. Foundation is not necessarily going to disapprove a student, but this is their process. The Chair of the NM State Scholarship Committee will then contact the student to assist them in electronically linking to the foundation.

The calendar for the payment of the P.E.O. Foundation Scholarships is the following: the Confirmation of Enrollment forms are submitted through the portal between July 1 and December 1 of each year and payments are made in the fall to the institution of higher education. Students who receive this scholarship will also be sent an **Acceptance Form** that outlines the conditions of the scholarship to complete and return, as well as **Tax Liability Notification** associated with scholarship funds. Examples of these two forms are included in this handbook.

Number of Applicants per Chapter: These scholarships are awarded on merit and based upon the young woman's goals and potential for success. Chapters may submit more than one applicant for a scholarship and submit an applicant for more than one scholarship.

A Strong Application: **These scholarships are highly competitive!** The responsibility resides with the submitting chapter to ensure that the applications correctly display the student's strengths and abilities. The better the student is represented through her purpose/goal statement, grades, outside activities, potential to succeed, and ability to express herself, the higher the application will be scored.

It is critical that the personal purpose/goal statement effectively reflects the student's abilities and future goals. Please ensure that the personal statement is well-written to include spelling and grammar. The statement should tell the committee more about the student, her dreams, where she stands in achieving those goals, and well-reflects her personality. This statement is one of the most important parts of the application.

If the student has financial needs that should be considered, or has overcome great adversity to accomplish her goals, please make sure this is reflected in the chapter's letter of recommendation. This scholarship is intended to serve students who have not followed a traditional path, are returning to school after an absence, or who may be overlooked for other types of scholarships because their greatest achievements may not necessarily be academic.

Criteria for Evaluation of Applications:

- Ability to communicate strengths
- Focused goals with specific steps towards achieving those goals
- Potential to succeed
- Activities, work experience, interests that enhance the student's objectives

If the applicant is applying for a second year of support, include an official transcript with the most recent term course work and grades. *Most schools are now sending Official Transcripts electronically. If your student's school submits them this way, they must be in pdf format. No other formats are acceptable.*

Number of Scholarships Awarded: The number of scholarships awarded is dependent upon the funds available. This is true for both NM State awarded scholarships and those funded by the Foundation. The more donations made by chapters (and individuals) to the NM scholarships, the more funds available to award.

GUIDELINES for SCHOLARSHIP COMMITTEES and SPONSORING CHAPTERS

1. Have an interview with the applicant (via Zoom if nothing else) and include at least two members of the chapter.
2. Vote to sponsor the candidate at a chapter meeting.
3. **It is imperative that you mentor your candidate(s) throughout this entire process.**
4. Download the Sponsor Chapter Handbook. It is located on <http://www.nmpeo.org>, then click on PROJECTS. Complete the fillable *Chapter Sponsor's Information* form. This form should be included in the candidate's application materials.
5. Notify the candidate to download the *Student Application Handbook* and complete the *Application* form. The handbooks provide important information to both Sponsors and Applicants.
6. If a candidate qualifies and is applying for more than one scholarship, she must mark all of those scholarships on the application form. The chapter must upload one copy of the packet for every scholarship the candidate is applying for and use the appropriate file names for each scholarship.
7. When the candidate returns the application packet to you, ensure that it is complete and correct.
8. Write a one-page *Chapter Letter of Recommendation* which includes information gained from the interview and will expand on the candidate's written materials. The letter should be prepared by any chapter member (not a relative of the candidate), computer generated, signed and dated, including:
 - Applicant's name
 - Date of interview
 - Date of Chapter approval and if a special meeting was held for the vote
 - How the chapter knows the applicant, including any P.E.O. relationship
 - Specific situations from the nominee's academic history
 - Specific accomplishments or activities that highlight her qualifications
 - Candidate's academic and career goals and her potential to achieve them
9. The final submission packet must include the **originals in this order**. Any documents, including transcripts and letters of recommendation sent to the chapter via email must be printed and added to the application packet in the order below:
 - The completed student application form
 - The Chapter sponsor's information form
 - The Chapter *Letter of Recommendation*, signed and dated
 - Student's resume (signed and dated)
 - Student's *Statement of Purpose* (signed and dated)
 - Signed and dated faculty *Letter of Recommendation* (from the candidate's major field of study, if possible). **If sent electronically, it must be sent in pdf format.**

GUIDELINES (continued)

- Official transcript including the most recent term course work and grades. **Most schools are now sending Official Transcripts electronically. If your student's school submits them this way, they must be in pdf format. No other formats are acceptable.**
10. Ask your Technical Chair to scan the final submission packet and make an electronic file in pdf format. The file **must be saved** in the following manner 1) Initials of the scholarship 2) Candidate's last name 3) Chapter letter(s). For example: **CTE_Bird_BB; JB_Bird_BB; FN_Stewart_AM; DW1_Roads_Q or DW2_Allen_AS or NM_Coffin_AG**. These file names will allow us to identify the candidate on the website and place that candidate in the right group for the right scholarship.
 11. **Upload** the file onto the State website <http://www.nmpeo.org>: click on the dropdown menu RESOURCES, then SCHOLARSHIP UPLOAD. Complete the form with the name of the sister submitting the application and her contact information and the name of the candidate and her email address. At the bottom of the form click on "Submit" the file. You should receive a message that your file was uploaded.
 12. **The deadline for submitting the files to the website is February 1, 2026. *Do not wait until the last minute!***
 13. If there are any questions or help needed, please contact the NM Scholarship Chair, Lisa Anderson-Madera (text) (505) 920-8302, or email at lisamadera00@gmail.com
 14. Please email or message Lisa rather than calling.

TAX LIABILITY FOR SCHOLARSHIP FUNDS

As explained in the email you received, you have been awarded a scholarship from New Mexico P.E.O. The purpose of this notice is to make you aware of the income tax treatment of your grant.

Scholarship funds may be used for all academic expenses including tuition, fees, books, supplies, and other needed items such as uniforms, special equipment, or tools. Funds used for tuition and fees or required books and equipment are usually non-taxable for income tax purposes. Funds used for meals or housing (room & board) may incur a tax liability. Recipients may decide on the use of the funds and will be responsible for any taxes incurred.

More information for potential applicants can be found on www.nmpeo.org/projects.

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P.E.O. SISTERHOOD**

SCHOLARSHIP ACCEPTANCE FORM

Please complete both the top and the bottom of the form, sign and date.

Name of Scholarship:

Amount of Award:

Institution:

Name of Student:

Home Address:

Email Address:

Date of Award:

Sponsoring P.E.O. Chapter & City:

TERMS OF ACCEPTANCE

(Please read carefully then initial to affirm agreement)

_____ In accepting this scholarship, I agree that the scholarship will be used only when enrolled as a full-time student (at least 12 hours per semester) at the institution listed above.

_____ I understand that I can use the scholarship money for study abroad if the program is under the auspices of my university.

_____ I understand that I am responsible for any tax liability if I use the scholarship for room and board payments.

_____ I understand that if I withdraw voluntarily or involuntarily from this institution at any time during the year, I will be required to repay to the NM State Chapter, P.E.O. Sisterhood, the unused amount for the semester in which I withdraw. Withdrawal in the first semester voids payment for the second semester.

_____ If I decide to accept an internship for a semester in place of being a fulltime student, I will forfeit the portion of the scholarship for that semester.

_____ I will forward a report of my grades to the chair of the NM College Scholarship Committee each semester.

SIGNATURE OF STUDENT: _____ DATE: _____

Upon signing retain one copy for your records and send the original signed copy to:

Lisa Anderson-Madera
NM PEO College Scholarship Chair
3808 N. Monterey Ave
Farmington, NM 87401

**2025-2026 School Year
Rubric/ Scoring for NM Scholarships**

Applicant's Name:	Points Available	Points Awarded
Essay Communicates personal strengths – 10 pts Sets goals and how to achieve them – 10 pts Grammar/spelling/clarity – 5 pts	25	
Academic GPA 4.1 or above - 20 pts 3.8 – 4.00 - 15 pts 3.4 – 3.79 - 10 pts 3.1 – 3.39 - 0 pts	20	
Leadership (Club Officer, Team Capt., Delegate, etc.) School – 10+ pts Community/Church – 10+ pts	20	
Extracurricular Participation School – [5+ pts] (sports, clubs, etc.) Community/Church – [5+ pts] (4-H, youth group, scouts, etc.) Work – 5 pts (“paid” employment) Family – [5+ pts] (caregiver, unusual circumstances – homeless)	15	
Honors and Awards More than 4 – 10 pts 1 to 3 – 5 pts None – 0 pts	10	
Letters of Recommendation Strong – 10 pts (writer KNOWS student; specific details) Average – 5 pts (“Generic”) Weak – 0 pts (vague references)	10	
[+ points] – more points possible depending on extent of participation; not to exceed maximum for criterion		
Total	100	
Any extenuating circumstances:		