

Charlottesville Community Scholarship Application

Character Reference

Part 1: To be completed by applicant

Applicant's Name _____ Social Security # ____ - ____ - ____

Address _____

Telephone _____ E-mail _____

High School _____ Year Graduated _____

Program and school in which you plan to enroll _____

___ I waive my rights to see the letter of character reference, in which case such letters will be held in strict confidence.

___ I do not wish to waive my rights to see the letter of character reference and the recommender understands that I have the right to inspect it.

The applicant's decision on whether to waive the right to inspect the letter will not affect consideration of the application.

Signature of Applicant

Date



Character reference for _____

Part 2: To be completed by person providing character reference

The applicant is applying for a Charlottesville Community Scholarship, which is intended for low- to moderate-income residents of the city who plan to attend two- or four-year undergraduate colleges or enroll in vocational training programs. Thank you for helping us to evaluate the applicant's qualifications for this scholarship.

Name _____ Telephone _____

School or Organization _____ Title _____

Address _____

E-mail _____

How long have you known the applicant? _____

In what capacity have you known the applicant? _____

Please comment on the applicant's qualifications to complete the academic or vocational program that he or she is about to undertake. (You may attach a statement.)

_____ (over)

Character reference for _____

Why do you believe the applicant would be a worthy recipient of a Charlottesville
Community Scholarship? _____

Is there anything else you would like to tell us about the applicant? _____

Character reference for _____

Thank you. Please return this form by March 1 (high school seniors and adults) or
October 1 (adults only) to

Charlottesville Community Scholarship Program

P.O. Box 1221

Charlottesville VA 22902



If you need assistance, please call Ms. Kay Ruffner, scholarship coordinator at
Charlottesville High School, at 434-245-2682 or e-mail ksr@cs.virginia.edu.