

AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA
P O BOX 5227, LINCOLN NE 68505-0227
PHONE 402 466 1808 EMAIL: neaux@windstream.net
www.nebraskalegionaux.net

UNIT INSTRUCTION SHEET FOR PROCESSING SCHOLARSHIP APPLICATIONS

APPLICATIONS WILL NOT BE ACCEPTED BY INDIVIDUALS

To qualify for judging applications must be submitted by a local Nebraska American Legion Auxiliary Unit to the Department. Applicants MUST NOT send applications directly to the Department Office. Units be sure your applicants know this fact.

The Unit may submit **ONE (1) JEAN KASL ESSMAN MEMORIAL SCHOLARSHIP application** to the American Legion Auxiliary Department Headquarters for consideration. The Unit's selection **must** be post-marked no later than **MARCH 15TH**. For information see the Education article in the current ABC Book provided to each Auxiliary Unit.

CHECKLIST FOR UNIT PRESIDENT/OFFICER/UNIT EDUCATION CHAIRMAN

- ✓ Put your Unit's "mail to" information on the first page of application
- ✓ It is the Unit's responsibility to check the contents of the scholarship application to be sure all requested letters and documents are enclosed
- ✓ Signature and phone number of Unit Officer/Chairman who verified contests requested in No. 5 are included in the applicant's packet
- ✓ Each Unit may submit ONLY ONE of each Department (Nebraska) scholarships
- ✓ ONE Department scholarship per applicant. No duplicate applicants.
- ✓ Mail the completed Department application packet to the Department at: **AMERICAN LEGION AUXILIARY, P O BOX 5227, LINCOLN NE 68505-0227**
- ✓ All applications to be post-marked no later than **MARCH 15**
- ✓ Any applications post-marked **AFTER MARCH 15** will not be considered

UNIT #: _____ UNIT LOCATION: (town) _____

This application was reviewed by an officer/chairman of the above Unit and contains the information required in No. 5.

Signature & Title

Daytime Phone #

Include this completed form in the application packet before mailing to Department.

THIS IS A ONE-TIME ONLY SCHOLARSHIP

Jean Kasl Essman Memorial Scholarship

**AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA
JEAN KASL ESSMAN MEMORIAL SCHOLARSHIP**

This is a one-time only scholarship.

The Jean Kasl Essman Memorial Scholarship will be awarded to a female who has been a Junior member of the American Legion Auxiliary and plans to become a teacher.

Applicant if you have any questions on where to submit this completed application please contact our Department Office at 402 466 1808.

JEAN KASL ESSMAN MEMORIAL SCHOLARSHIP

Applicant must be a resident of Nebraska and must be a Veteran or be Veteran connected.

Please fill out application (online, by typewriter, or using legible printed handwriting if necessary) and return with all data under No. 5 in one packet to a Nebraska Unit President by **March 1st**. The scholarship must be used within the year selected. Funding not released by January 1st will not be awarded.

This section to be completed by the local Auxiliary Unit for the Applicant
Unit # _____ Unit Location _____ Local Unit contact person: _____

(List name, mailing address & contact phone for Unit member)
This is a \$500 Scholarship. Mail your application packet to the Unit by March 1st.

1. Name of Applicant: _____

2. In what school are you enrolled? _____

Grade Level: _____ GPA: _____ Rank in Class: _____

Is this a Public School _____ or Home School _____ or Other (explain) _____

If not in school, state your occupation: _____

3. By whom are you Veteran-connected: Self _____ Spouse _____ Father _____ Mother _____

Brother _____ Sister _____ Grandfather _____ Grandmother _____

Great-Grandfather _____ Great-Grandmother _____ Other _____

APPLICATIONS WILL NOT BE ACCEPTED BY INDIVIDUALS:

To qualify for judging, your application must be submitted by a local Nebraska American Legion Auxiliary Unit. Incomplete applications will NOT be considered. ALL letters MUST be signed and DATED to qualify. Please ensure you have a complete packet for your local American Legion Auxiliary Unit.