

# CMB

## THE CHRISTOPHER MILES BURTON MEMORIAL SCHOLARSHIP FUND

*Providing educational financial assistance to deserving students.*

Applications must be submitted by **July 15th**



### **HISTORY OF THE FUND**

The CMB Memorial Scholarship Fund is a 501(c)(3) and was established with memorial contributions made by family and friends in memory of Christopher "Miles" Burton. This fund was created specifically to encourage and directly benefit students in achieving their educational goals by providing scholarships to deserving students.

# Christopher Miles Burton Memorial Scholarship Application Criteria Sheet

APPLICATION DEADLINE: **July 15th**

DECISIONS MADE BY: **August 1st**

## I. ELIGIBILITY REQUIREMENTS

- Applicants are NOT required to be a Colorado resident. However, they are required to be either a United States Citizen or a Permanent Resident of the United States.
- All applicants must be accepted into and be attending (first year through senior) a U.S. accredited 2 year, 4 year, or trade school or program during the 2021-22 academic year.
- Applicants must have a GPA of (or the equivalent of) 2.5 or higher on a 4.0 scale

## II. APPLICATION GUIDELINES

- Each candidate must submit a complete and timely application by the application due date. An application will be considered incomplete and will not be processed if all instructions have not been followed and/or the material presented is insufficient to permit an adequate review.
- Please do not send supplemental or corrected material after the deadline date.
- Applications must be typed or completed with the use of a black or blue ink pen. The Committee will not accept any applications that are filled out with a pencil. Applications and related documents should be neat and easy to read.
- Completed applications and related documents should be emailed on or before the deadline date of **July 15th**.
  - Email address: [CMBMSFund@gmail.com](mailto:CMBMSFund@gmail.com)

## III. REQUIRED DOCUMENTS:

- **Official Transcript** (a scanned copy is acceptable) – An official copy of the applicant's high school or college transcript provided by the high school staff or college registrar must be included in the application packet. If an official transcript is unavailable, applicant may submit a copy of most recent grades with GPA indicated.
  - Submission of an application with required documents for this scholarship constitutes your authorization for the CMBMS Selection Committee to review your academic record.
- **Two (2) Letters of Recommendation** – Each packet must include two letters of recommendation (LOR). Each LOR must include the reference's name, address, telephone number and information regarding how long, and in what capacity, he or she has known the applicant.
  - One letter must be from someone who has observed your academic ability/potential (i.e. a teacher, advisor, staff, etc.)
  - One letter must be from someone who is not an immediate family member (i.e. a friend, manager/supervisor, co-worker, Pastor, etc.).

- **Acceptance Letter** – In order to be considered, applicants must provide a copy of the acceptance letter from the post-secondary school that he or she will be attending as a first year student during the 2019-20 academic year. If a continuing student, please submit a class schedule for the upcoming semester/quarter.
- **Photo** – Please submit a photo (hard copy or electronic) of the applicant that was taken at least from the waist up, preferably of the applicant alone. The Committee would like to put a face to the name and get to know you. Be creative! The photo could be of the applicant doing something they love, a hobby, volunteering, etc.
- **Essay (500 – 1,000 words)** – Each candidate must provide an essay with at least 500 words, and no more than 1,000 words.
  - The technical requirements of the essay are:
    - Double spaced
    - 12-point font size
    - One (1) inch margins on all sides.
    - Applicants must certify authorship and originality of essay by writing a statement explaining such on the last page of the essay.
  - The essay question is as follows:
 

**Family, Faith and Friends were very important to Miles. Please describe someone or something (i.e. a cause) that is special to you and why. How does this motivate you? How does this connect to your academic and/or personal goals?**
- **Optional Additional Essay (1,000 word maximum)** – If there is anything that you feel is important for The Committee to know or consider about you and/or your past experiences, please describe it in this area.

**CMB MEMORIAL SCHOLARSHIP FUND**  
**APPLICATION**

Please type or print all information except for signatures. Attach additional pages if more space is needed.

**Applicant Information**

Last Name	First Name	Middle Name or Initial
Home Address	Apt. #	
City	State	Zip Code
Date of Birth (MM/DD/YY)	Phone Number	Email Address

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**Parent or Guardian Information**

Last Name	First Name	Middle Name or Initial
Home Address	Apt. #	
City	State	Zip Code
Relationship to Applicant	Phone Number	Email Address

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**High School or College Information**

School Name	Graduation Date (Month / Year)
City	State
Phone Number	

### List Extracurricular Activities (Include dates)

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### List Volunteer Activities (Include dates)

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### Post-Secondary School Information

Please name the post-secondary school that you will be attending as a first-year or matriculating student during the 2018-19 academic year. If unknown, please list the post-secondary schools that you are accepted into (or waiting to hear back from) and considering attending in order of preference. Please use official school names.

Post-Secondary School Name	City	State
Post-Secondary School Name (option 2)	City	State
Post-Secondary School Name (option 3)	City	State
Major Course of Study	Anticipated Graduation Date (Month / Year)	

### Applicant Checklist

Initial next to each item in the checklist below as all items are needed for your application. Failure to turn in all components may result in disqualification.

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|--|--|
| <input type="checkbox"/> Application and Checklist Page              | <input type="checkbox"/> Photo                     |
| <input type="checkbox"/> Official Transcript or last semester grades | <input type="checkbox"/> Essay                     |
| <input type="checkbox"/> Two (2) Letters of Recommendation           | <input type="checkbox"/> Optional Additional Essay |
| <input type="checkbox"/> Acceptance Letter(s)                        |  |

