

# Potsdam College Foundation Scholarship Application Guidelines

---

Please submit completed application to:  
Financial Aid Office, 317 Raymond Hall, SUNY Potsdam, Potsdam NY 13676  
no later than the deadline posted on the Scholarship webpage  
([www.potsdam.edu/scholarships](http://www.potsdam.edu/scholarships)).

Please read the scholarship requirements carefully before applying.

The following scholarship is available:

**Shane T. Shaul Memorial SGA Scholarship** – One scholarship will be awarded to a full-time undergraduate student who exhibits outstanding leadership qualities in an SGA recognized student organization and has demonstrated the ability to work effectively with the college faculty, staff, or administration to benefit all students. The applicant must have achieved a cumulative average of at least 3.0 for the prior semester (spring semester) and must maintain a cumulative average of 3.0 or better for the entire current aid year at SUNY Potsdam. The applicant must be an active unpaid member of at least one SGA recognized organization for two consecutive semesters. Student must have at least sophomore standing and be in the process of completing his/her second semester at SUNY Potsdam. Elected or appointed officials of the Student Government Executive Board are not eligible to apply for this scholarship.

**All scholarship applicants must submit the following:**

- Submit a letter of recommendation from a professor/advisor who knows of your contributions to a SUNY Potsdam organization.
- Complete the scholarship application on the next page.

**If you have any questions, please feel free to contact Susan Godreau,  
Scholarship Coordinator, at 267-2162 or [godrease@potsdam.edu](mailto:godrease@potsdam.edu)**

# SGA Scholarship Application

Name: \_\_\_\_\_ Potsdam ID Number: \_\_\_\_\_

Major: \_\_\_\_\_ GPA: \_\_\_\_\_ Class Year: \_\_\_\_\_

Home Address: \_\_\_\_\_

Street City Zip County  
School Address (if different): \_\_\_\_\_

Street City Zip County

Local Phone Number: \_\_\_\_\_ High School: \_\_\_\_\_

SGA Activities (please include position (member, officer) and semesters involved):

---

---

---

Person completing recommendation form: \_\_\_\_\_

Essay – The following essay should be no more than 300 words describing how and why you qualify and are deserving of the scholarship for which you are applying. In your explanation, please include the level of your volunteer efforts on behalf of SGA organization(s), and awards that you have earned at Potsdam, college/community organizations in which you have participated, and anything else you feel supports your candidacy. You may type your essay in the space provided or attach a separate sheet.

By signing this application you are certifying that the above information is correct to the best of your knowledge, and you understand the following:

- Applicants will be judged on contributions to the SUNY Potsdam student community, scholastic achievement (GPA, strength of essay, letter of recommendation) and community involvement.

Signature \_\_\_\_\_

Date \_\_\_\_\_

# SUNY Potsdam Scholarship

## Recommendation Form

---

\_\_\_\_\_ is applying for a SUNY Potsdam Scholarship through the Financial Aid Office. The following information will be of great assistance in our application review and will be held in strict confidence. We appreciate your efforts to complete this form and return it to the Financial Aid Office by November 18.

**How would you rate this candidate academically? (please circle one)**

Top 5%      Top 10%      Top 20%      Top 30%      Top 40%      Other \_\_\_\_\_

**Please list five adjectives that describe the candidate.**

\_\_\_\_\_

**Please rate the candidate in the following areas using a scale of 1 through 5, where 1 is the lowest, 3 is average, and 5 is highest. If you are unable to evaluate a candidate in a particular area, please mark NA. Comments are appreciated, but optional.**

\_\_\_\_\_ 1. **Communication Skills:** Candidate is **articulate** and **poised**, has **strong verbal** and **active listening skills**.

**Comment:**

\_\_\_\_\_ 2. **Professionalism:** Candidate is **reliable, punctual, tactful, eager to learn, self-motivated, and able to work in a team**.

**Comment:**

\_\_\_\_\_ 3. **Maturity:** Candidate is **patient, confident, self-assured, and thoughtful**.

**Comment:**

\_\_\_\_\_ 4. **Attitude:** Candidate is **enthusiastic, honest, optimistic, aware of others and surroundings, and responds well to constructive criticism**.

**Comment:**

**Please indicate in what capacity and for how long you have known this candidate.**

\_\_\_\_\_

---

**Please check one of the following.**

\_\_\_\_\_ **Strongly Recommend**

\_\_\_\_\_ **Recommend**

\_\_\_\_\_ **Recommend with Reservation**

\_\_\_\_\_ **Do not Recommend**

Print Your Name \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please return by deadline posted on the scholarship website to: Financial Aid Office, 3<sup>rd</sup> Floor Raymond Hall**