

The American Legion  
Department of Missouri  
William C. Anderson, Jr., Memorial Post 331  
484 St. Robert Outer Road  
St. Robert, Missouri 65584

SUBJECT: Scholarship Program Rules/Application for School Year 2024 - 2025

1. INTRODUCTION: William C. Anderson, Jr., American Legion Memorial Post 331 established a Scholarship Program to assist students in furthering their education. A \$1,000.00 scholarship will be awarded to a graduating senior from Waynesville High School and Laquey High School based on scholastic achievement, citizenship, personal merit, leadership ability and financial need. One senior from each high school will receive a scholarship. In addition, one floating scholarship will be awarded to the next best-qualified senior from the pool of applicants.
2. ELIGIBILITY:
  - a. The applicant must be a United States citizen and be a current year graduating senior of either Waynesville High School or Laquey High School or a certified home-school program senior in one of the two above school districts.
  - b. The applicant must not be a recipient of a four-year scholarship, ROTC scholarship or appointment to a service academy. If a scholarship recipient receives a four-year scholarship, ROTC scholarship, or appointment to a service academy after submitting this application, the recipient must disqualify himself/herself by immediately notifying the senior counselor so the counselor can notify the American Legion Post 331 Scholarship Committee so that the scholarship may be awarded to another individual.
  - c. The scholarship must be used at an accredited college, university, trade, technical or vocational school during the 2024 -2025 school year.
  - d. The scholarship may be applied to room and board provided by the educational institution, tuition, fees, or books at the discretion of the recipient. This award cannot be used for housing, or room and board other than that provided by the learning institution.
  - e. Scholarship checks will be deposited at the institution of the recipient's choice during the month of August. Scholarship funds will not be paid directly to the recipient. If the recipient transfers to another accredited learning institution, the registrar or financial aid officer may transfer the unused balance to the registrar/financial aid office of the new institution for the same utilization. Any monies not used for their intended use will be promptly returned to American Legion Post 331.
3. APPLICATION:
  - a. An official copy of the applicant's most current high school transcript must accompany the application, along with a short essay, and two letters of recommendation.

- b. Applicants will complete the scholarship application in their own handwriting using either black or blue ink only, or by completing the PDF fillable form
- c. Applications will be distributed to students through Waynesville High School and Laquey High School Senior Counselors.
- d. All graduating seniors who wish to apply may submit applications. **This scholarship is open to all graduating students regardless of race, creed, ethnic background, religion, class standing or grade point average.**
- e. Applicants must return the completed applications to the senior counselor by (to be determined by the counselor). Please read instructions carefully.
- f. The counselors will forward all completed applications to Scholarship Chairman, Mr. David Shafer, American Legion Post 331, 484 St. Robert Outer Road, St. Robert, MO 65584 so that they are **received by the Post 331 Scholarship Committee no later than March 22, 2024.**

4. SELECTION:

- a. The St. Robert American Legion Post 331 Scholarship Committee will select the recipients of the scholarships.
  - b. Applicants may be required to meet with the scholarship committee for personal interviews.
  - c. Scholarships will be announced on or about April 15, 2024 and presented to the recipients at their High School Honors Program.
5. We, the members of American Legion Post 331 look forward to assisting you in furthering your education.

DAVID SHAFER  
Chairman  
Scholarship Committee

The American Legion  
Department of Missouri  
William C. Anderson, Jr., Memorial Post 331  
484 St. Robert Outer Road  
St. Robert, Missouri 65584

**Note:** Please legibly print all the information requested below. All materials MUST be submitted so that it is received by Post 331, through your senior counselor, by March 22, 2024. Incomplete or unsigned applications will not be considered.

ALL INFORMATION PROVIDED ON THIS SCHOLARSHIP APPLICATION BY THE APPLICANT IS CONSIDERED PRIVILEGED AND WILL NOT BE DISCLOSED TO ANY PERSON(S) OUTSIDE OF THE SCHOLARSHIP COMMITTEE.

5. GENERAL INFORMATION:

a. Date of Application: , 202 .

b. Name of Applicant: .

c. Home Address: .

(Street, Route, P.O. Box)

City

State

Zip Code

d. Home and Cell telephone numbers with area code:

Home: , Cell: .

e. Name and address of the accredited Academic or Vocational Institution you plan to attend (attach copy of acceptance letter if already accepted).

f. Major field of study: .

6. DETAILED PERSONAL AND SCHOLASTIC INFORMATION – If necessary, attach an additional printed page for each section.

a. High School you will graduate from: .

b. List those school activities and organizations in which you have been actively engaged: (Art, Athletics, Band, Church Activities, Clubs, Community Activities, Debate, Drama, School Newspaper, Scouting, Student Government, Yearbook, etc.)

Activity	Grade	Position/Office/Award

c. I ATTENDED BOYS STATE or GIRLS STATE: YES ☐ NO ☐ (20 ☐)

d. List any honors that you have received not already mentioned:


e. List all volunteer work and community service you are doing or have done (include dates):


f. List all employment experiences that you have had, to include self-employment:

Employer	Job Title	Dates	Hours per Week



8. PERSONAL ESSAY:

In the space provided below, write an essay telling us why this scholarship is important to you and why it is a “good investment” for American Legion Post 331. What are your educational goals, professional aspirations, or interests? Why should this scholarship be awarded to you? What are you doing, or have done, to prepare for your college education?

9. REFERENCES:

Two letters of recommendation (personal references) must be submitted with this application (Attached herein). One letter of recommendation must be from a teacher or other school official. The second letter of recommendation must be from a **non-relative** who is not a school teacher or school district employee who knows you well. Ask them to complete the form and return it to you in a sealed envelope with their name written across the seal or provide them with a stamped envelope addressed to your high school counselor. References **must remain** in the sealed envelopes and be submitted with the rest of the application packet by March 22     , 2024     .

Name, address, and telephone number of two references.

Educator/School Official:

Non-Educator/Relative:

10. CERTIFICATION:

I hereby acknowledge that I have read and understand the rules set forth by The American Legion Post 331 Scholarship Program Committee, and that the information provided in this application is complete and correct to the best of my knowledge.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Guardian

Please clearly print your full name and the name of your high school on this form and then give it to your high school senior guidance counselor. He/She will complete it and return it with the rest of your application packet (i.e., application form, essay, personal references, and transcripts). The Scholarship Committee MUST receive this form by March 22, 2024 as part of the application packet.

Name of Applicant: \_\_\_\_\_

Name of High School: \_\_\_\_\_

High School GPA: \_\_\_\_\_

Class Standing: \_\_\_\_\_ of \_\_\_\_\_.

ACT Composite Score: \_\_\_\_\_.

SAT Composite Score: \_\_\_\_\_ Percentile: \_\_\_\_\_.

Please attach a transcript of all work from the ninth grade through the first semester of the senior year.

**Please do not open the envelopes containing the letters of recommendation.**

Printed Name of Counselor: \_\_\_\_\_.

Signature of Counselor: \_\_\_\_\_.

Counselor's Telephone Number: \_\_\_\_\_.



The American Legion  
Department of Missouri  
William C. Anderson, Jr., Memorial Post 331  
484 St. Robert Outer Road  
St. Robert, Missouri 65584

Scholarship Program Rules/Application for School Year 2022 - 2023

**Recommendation Form Number 1**  
**for use by a SCHOOL TEACHER/OFFICIAL ONLY**

Name of Applicant: \_\_\_\_\_.

The above-mentioned student has submitted an application for The American Legion St. Robert Post 331 scholarship and has given your name as a reference.

Post 331 has established a Scholarship Program to provide scholarships to assist deserving students in furthering their academic or vocational education. These scholarships are designed to recognize outstanding students for their scholastic achievement, citizenship, personal merit, leadership ability, financial need, and to provide financial assistance to aid those students in accomplishing their future educational goals.

Will you please furnish the following information and any other information you care to give concerning this individual. Your response is a confidential communication and will be treated as such. Therefore, we urge you to be honest and realistic in your evaluation. An additional page may be added if needed.

Please complete this form and seal it in an envelope with your signature written across the seal. Return the sealed envelope to the applicant. It is the applicant's responsibility to forward the recommendation as part of the complete application. If your policy does not allow the completed recommendation to be returned to the applicant, please ask the applicant to provide you with a stamped envelope addressed to his/her senior counselor.

THIS RECOMMENDATION IS CONFIDENTIAL.

Your name: \_\_\_\_\_.

Address: \_\_\_\_\_.

Position/Title: \_\_\_\_\_.

Date form completed: \_\_\_\_\_.

How long have you known this applicant? \_\_\_\_\_.

How do you know this individual? \_\_\_\_\_.

Assign one of the below point values to each trait based on your knowledge of the student:

Fair = 05 Points  
Good = 10 Points

Excellent = 15 Points  
Superior = 20 Points

1. Exhibits a high degree of scholarship and aptitude in pursuing educational goals. \_\_\_\_\_
2. Demonstrates appropriate self-respect by caring for his/her physical, social, and health needs. \_\_\_\_\_
3. Shows civic responsibility and concern for the community through personal involvement. \_\_\_\_\_
4. Demonstrates leadership qualities, as well as cooperation with others, to accomplish group objectives and goals. \_\_\_\_\_
5. Sets appropriate educational and career goals that will best allow for his/her attainment of life-time objectives. \_\_\_\_\_
6. Respects the uniqueness and individuality of others. \_\_\_\_\_
7. Exhibits flexibility when dealing with change or new situations. \_\_\_\_\_
8. Takes responsibility for his/her own actions and demonstrates a stability of character, ethics, high standards of conduct; a keen sense of what is right, and adherence to truth and conscience. \_\_\_\_\_
9. Demonstrates kindness, unselfishness, fellowship, protection of the weak, and promotes the interests and welfare of others without thought of personal reward. \_\_\_\_\_
10. Exhibits good qualities of Courage, Honor, Leadership, Patriotism, Scholarship and Service that indicate a proper development of United States Citizenship. \_\_\_\_\_

What one trait is an indication of the student's potential for continued academic, vocational, and personal achievement? Please explain.

---

---

---

---

---

---

Other comments concerning this applicant: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ 202█  
Date Signature

The American Legion  
Department of Missouri  
William C. Anderson, Jr., Memorial Post 331  
484 St. Robert Outer Road  
St. Robert, Missouri 65584

Scholarship Program Rules/Application for School Year 2024█ - 2025█

**Recommendation Form Number 2**  
**for use by SOMEONE OTHER THAN a School District Employee or Relative**

Name of Applicant: \_\_\_\_\_.

The above-mentioned student has submitted an application for The American Legion St. Robert Post 331 scholarship and has given your name as a reference.

Post 331 has established a Scholarship Program to provide scholarships to assist deserving students in furthering their academic or vocational education. These scholarships are designed to recognize outstanding students for their scholastic achievement, citizenship, personal merit, leadership ability, financial need, and to provide financial assistance to aid those students in accomplishing their future educational goals.

Will you please furnish the following information and any other information you care to give concerning this individual. Your response is a confidential communication and will be treated as such. Therefore, we urge you to be honest and realistic in your evaluation. An additional page may be added if needed.

Please complete this form and seal it in an envelope with your signature written across the seal. Return the sealed envelope to the applicant. It is the applicant's responsibility to forward the recommendation as part of the complete application. If your policy does not allow the completed recommendation to be returned to the applicant, please ask the applicant to provide you with a stamped envelope addressed to his/her senior counselor.

THIS RECOMMENDATION IS CONFIDENTIAL.

Your name: \_\_\_\_\_.

Address: \_\_\_\_\_.

Position/Title: \_\_\_\_\_.

Date form completed: \_\_\_\_\_.

How long have you known this applicant? \_\_\_\_\_.

How do you know this individual? \_\_\_\_\_.

Assign one of the below point values to each trait based on your knowledge of the student:

Fair = 05 Points  
Good = 10 Points

Excellent = 15 Points  
Superior = 20 Points

1. Exhibits a high degree of scholarship and aptitude in pursuing educational goals. \_\_\_\_\_
2. Demonstrates appropriate self-respect by caring for his/her physical, social, and health needs. \_\_\_\_\_
3. Shows civic responsibility and concern for the community through personal involvement. \_\_\_\_\_
4. Demonstrates leadership qualities, as well as cooperation with others, to accomplish group objectives and goals. \_\_\_\_\_
5. Sets appropriate educational and career goals that will best allow for his/her attainment of life-time objectives. \_\_\_\_\_
6. Respects the uniqueness and individuality of others. \_\_\_\_\_
7. Exhibits flexibility when dealing with change or new situations. \_\_\_\_\_
9. Takes responsibility for his/her own actions and demonstrates a stability of character, ethics, high standards of conduct; a keen sense of what is right, and adherence to truth and conscience. \_\_\_\_\_
9. Demonstrates kindness, unselfishness, fellowship, protection of the weak, and promotes the interests and welfare of others without thought of personal reward. \_\_\_\_\_
10. Exhibits good qualities of Courage, Honor, Leadership, Patriotism, Scholarship and Service that indicate a proper development of United States Citizenship. \_\_\_\_\_

What one trait is an indication of the student's potential for continued academic, vocational, and personal achievement? Please explain.

---

---

---

---

---

Other comments concerning this applicant: \_\_\_\_\_

---

---

---

---

---

Date 202\_\_

Signature