

PORTLAND BUSINESS FORUM

(formerly The Business Club, Inc.)

2009 Portland Business Forum Scholarship Application Form

Amount of award: \$750

**This scholarship competition is open to students of all majors;
a business major is **NOT** required
(see "Selection criteria," page 2)**

Submit completed applications and support materials to:

E-mail: portlandbusinessforum@comcast.net

or

Portland Business Forum
16869 Southwest 65th Avenue, PMB 141
Lake Oswego, Oregon 97035
Phone: 503.973.2245

Postmark or e-mail deadline: **April 30, 2009**

About the Portland Business Forum's scholarships

The Portland Business Forum (formerly The Business Club), a networking association of Portland-area businesses, makes scholarships available to deserving high school students who wish to pursue their postsecondary education.

Eligibility

All enrolled seniors in the top 50 percent of their class at **Tigard, Lake Oswego**, and **West Linn** high schools as of October 1, 2008, who plan to continue their education at the postsecondary level are eligible. The Portland Business Forum awards scholarships without regard to race, religion, gender, disability, or any other legally protected status.

Amount of award

One \$750 scholarship will be given to each school.

Selection process

Scholarship applications will be evaluated by a committee of Business Forum members. In order to be considered for this award, the applicant must submit ALL of the following materials:

- A completed scholarship application;
- A copy of the applicant's transcript (an unofficial photocopy or scanned copy is acceptable);
- An essay (**maximum** 750 words) in response to Part III of the Scholarship Application Form;
- Two general letters of recommendation from individuals familiar with the applicant (photocopies or scanned copies are acceptable).

Brevity is encouraged. Incomplete or late applications will not be considered. Decisions of the scholarship committee are final.

Selection criteria

The Portland Business Forum is strongly committed to the ideals of entrepreneurship, professionalism, and ethical business practices, and we seek to encourage the development of these qualities in our youth. With this in mind, we consider the following factors in evaluating scholarship applications:

- **Leadership and academic potential.** Does the applicant exhibit the qualities of good leadership and decision-making, such as might be required of a future business owner or manager? In evaluating academic potential we look not just at current grade point average, but at the applicant's overall development, progress, and improvement over the entire course of his or her high school experience.
- **School and community participation.** Does the applicant show an ability and desire to "give back"

something of value to the communities of which he or she is a member? In evaluating this component, we look not just at *quantity* of involvements, but at the *quality* and *ultimate contribution* of each involvement to the greater good.

- **Work experience and entrepreneurial spirit.** Has the applicant shown an ability and desire to make a positive and creative contribution to the workplace? Preference will be given to applicants whose experience demonstrates the potential and aptitude for future business ownership.
- **Educational and career aspirations.** Preference will be given to applicants whose postsecondary educational goals exhibit an orientation toward the world of business; *however, this does not require the applicant state an intent to declare a "business major."* Business-oriented educational goals include the pursuit of any postsecondary course of study that would help the applicant establish his or her own business, or facilitate the ability to act in a decision-making capacity for an established business.
- **Financial need.** All other factors remaining equal, we will give preference to applicants whose circumstances demonstrate the greatest financial need.

Scholarship use

Scholarships may be used for full-time or part-time study at any accredited college or university, postsecondary vocational school, or community college. Funds may be used for tuition, books, or lab fees.

Deadline

Completed applications and all supporting materials must be e-mailed or postmarked no later than April 30, 2009. Applications should be e-mailed to:

portlandbusinessforum@comcast.net

We prefer that the application and all supporting materials be scanned and sent as a single PDF. If that is not possible, please place all materials in a single folder and ZIP or STUFF the file before sending.

If mailing your application, please send to:

Portland Business Forum
16869 Southwest 65th Avenue, PMB #141
Lake Oswego, Oregon 97035
Telephone: (503) 973-2245

Presentation of award

Scholarships will be presented at each school's awards assembly. Checks are ordinarily mailed to winners in July.

SCHOLARSHIP APPLICATION FORM

This form contains interactive fields. All questions must be answered to ensure consideration.

PART I: APPLICANT INFORMATION

Currently enrolled at: (check one): Lake Oswego Tigard West Linn

Name: _____

Home address: _____ Phone: _____

City: _____ State: _____ ZIP: _____ E-mail: _____

Name of parents or legal guardians: _____

Overall grade point average: _____ Rank: _____ out of _____ SAT Scores: Verbal _____ Math _____

List all colleges to which you have been accepted: _____

Intended major field of study (need *not* be business): _____

PART II: MAJOR ACTIVITIES AND ACCOMPLISHMENTS

Please list your activities and accomplishments for each of the following categories and indicate the grade(s) in which you participated in each activity. **PLEASE DO NOT LIST MORE THAN FIVE ACTIVITIES FOR EACH CATEGORY.** If you have more than five activities to list in a category, list the ones you feel represent your most significant accomplishments.

	9	10	11	12
Activities you believe helped you develop or demonstrate LEADERSHIP POTENTIAL				
1. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Activities in which you believe you made a contribution to COMMUNITY SERVICE				
1. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WORK EXPERIENCE (list job title and primary duties)				
1. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Scholarship Application Form (continued)

PART III: ESSAY

On a separate sheet of paper, please prepare an essay of **NO MORE THAN 750 WORDS** in which you address the following issues. Please be sure to include your **NAME** and **SCHOOL** at the top of the essay.

1. **Describe your leadership experience.** What experiences have you had that you believe demonstrate the qualities of good leadership and decision-making, such as might be required of a future business owner or manager?
2. **Describe your participation in school and community activities.** What experiences have you had that demonstrate your ability and desire to “give back” something of value to the communities of which you are a member? How and why?
3. **Describe your career aspirations.** What do you see yourself doing after you finish college? Do you see yourself as owning or running your own business? If so, what might that business be? What attracts you to this line of work?
4. **Briefly describe your need for financial assistance and how The Portland Business Forum scholarship will help you with your postsecondary education.**

PART IV: GENERAL LETTERS OF RECOMMENDATION

Please attach two general letters of recommendation from individuals who can address your qualifications for this scholarship. Letters do **NOT** need to be originals (photocopies or scanned copies are fine), but should address:

1. How long and in what capacity the writer has known you;
2. The writer’s candid assessment of your leadership and academic potential, participation in school and community affairs, work habits, and entrepreneurial aptitude.

SUBMITTING YOUR APPLICATION

Before submitting your application, please take a moment to ensure you have included **ALL** of the following:

- Completed *and signed* Scholarship Application Form
- Transcript (an “unofficial” photocopy is acceptable)
- Essay (maximum 750 words) addressing the issues in Part III of this Application Form
- Two general letters of recommendation (photocopies are acceptable)

I HEREBY CERTIFY THAT ALL STATEMENTS MADE IN THIS SCHOLARSHIP APPLICATION FORM AND ATTACHED DOCUMENTS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

SIGNATURE OF APPLICANT

DATE

Completed applications and all supporting materials must be postmarked or e-mailed no later than APRIL 30, 2009. If e-mailing, please send to portlandbusinessforum@comcast.net. We prefer that the application and all supporting materials be scanned and sent as a single PDF. If that is not possible, please place all materials in a single folder and ZIP or STUFF the file before sending.

If mailing, send to: Portland Business Forum • 16869 Southwest 65th Avenue, PMB #141 • Lake Oswego, Oregon 97035. All applications become the property of the Portland Business Forum and will not be returned.

Questions? Please contact Christopher S. Hawley, 503-670-9462, e-mail: portlandbusinessforum@comcast.net.