



**NAPA VALLEY RETIRED TEACHERS ASSOCIATION**  
**Division 65 of the California Retired Teachers Association**

**CRITERIA AND ADDITIONAL INFORMATION FOR SCHOLARSHIP APPLICANTS**  
**EDWARD W. SOLOMON SCHOLARSHIP and JUDITH B. CUTCOMB SCHOLARSHIP**

**PURPOSE:** Three \$1,000 Edward W. Solomon scholarships and one \$750 Judith B. Cutcomb scholarship are offered by the Napa Valley Retired Teachers Association and administered through the Napa Valley Community Foundation. They are awarded in the memory of two valley educators, Dr. Edward W. Solomon and Judith B. Cutcomb. The Solomon Scholarship is given to support current Napa County teachers/educators, and the Cutcomb Scholarship may support current St. Helena Unified School District teachers or a graduate of St. Helena High school studying to be an educator.

**CRITERIA FOR SELECTION:** Through a written application and an interview, candidates will be judged on the following criteria:

1. Timely and full completion of the written application. Application (on reverse) must be received by **March 7, 2014**.
2. Willingness to participate in an interview with the selection committee if your application successfully passes through the preliminary screening.
3. Strong rationale for requesting the scholarship (in your personal letter)
4. Long-range goals and time line for their achievement (in your personal letter)
5. Potential for the funds being used to maximize educational benefit to the students and staffs of Napa Valley schools (in your personal letter)
6. Your perspective on the current field of education, including its challenges.
7. Effective personal and communication skills, both written and oral.
8. Candidates for both scholarships must meet the above 7 criteria **and** the additional criteria for each scholarship requested:

- **EDWARD W. SOLOMON SCHOLARSHIP** candidates must:
    - Wish to pursue upper division college/university coursework in order to strengthen their preparation or embark on a career in teaching **and**
    - Demonstrate the **potential** for academic success by having been accepted in a college or university upper division or graduate level education program or course. Community college courses are acceptable only for current teachers who want/need to supplement their credential authorizations and the community college course is acceptable by the CTC Credentialing Office.
  - **JUDITH B. CUTCOMB SCHOLARSHIP** candidates must wish to pursue college/university coursework in order to strengthen their preparation. They must also be:
    - A teacher/educator employed by the St. Helena Unified School District
- OR**
- A graduate of St. Helena High School having completed the second year of college in the field of education, but not necessarily employed by the St. Helena Unified School District.

**ADDITIONAL INFORMATION FOR APPLICANTS:**

- Candidates whose applications successfully pass through the preliminary screening will be invited to a personal interview to be held on April 3, 2014 in Room 200 at the Napa Valley Unified School District Office. **Please indicate a time preference** from among the choices on the application.
- Scholarship awardees are invited to the May 20, 2014 luncheon of the Napa Valley Retired Teachers Association as their guests. The luncheon meeting is held at the Elk's Club in Napa.
- An awarded scholarship shall be **used by December 1<sup>st</sup> of the year awarded**.

**Mail completed application form, a personal letter, two letters of recommendation and the answers to questions on the application form by March 7, 2014 to:**  
**Napa Valley Retired Teachers Association**  
**Attn: Scholarship Committee**  
**P.O. Box 6286, Napa, CA 94581-1286**

**Need additional information? Call Carolyn Conkell (226-7720) or Barbara Pahre (224-7129)**



NAPA VALLEY RETIRED TEACHERS ASSOCIATION  
Division 65 of the California Retired Teachers Association

2014 APPLICATION for  
Three (3) \$1,000 EDWARD W. SOLOMON SCHOLARSHIPS and  
One (1) \$750 JUDITH B. CUTCOMB SCHOLARSHIP

Please review the scholarship criteria and complete this application with all attachments.  
Please note: both scholarships are to be used exclusively for books and/or tuition.  
All applications must be received no later than March 7, 2014.  
Incomplete or late applications will not be considered.

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_ Date: \_\_\_\_\_

Current employer, including location: \_\_\_\_\_

Your current title, duties, assignment: \_\_\_\_\_

Applying for (please circle): Edward W. Solomon          Judith B. Cutcomb

If a finalist, best interview time on April 3<sup>rd</sup> (circle all options): 3:00   3:30   4:00   4:30   5:00

**Please attach all of the following to this sheet:**

- A cover letter stating, at minimum:**
  - o How you meet the specific criteria required by the Edward W. Solomon and/or Judith B. Cutcomb scholarship(s)? **and**
  - o Why you believe you should receive a scholarship, what college or university you will attend, what courses you intend to take, what are your long-term educational goals (including a tentative timeline), and what impact you expect the scholarship to have on your students?
- A current letter of recommendation from your school administrator or employer**
- A second letter of recommendation from other school staff or a member of the community**
- Double check and be sure your cover letter has answered the following:** (Please note: the selection committee is composed of retired teachers. Please briefly explain all acronyms or programs that the readers may not be familiar with.)
  1. Goals and Timeline for reaching your goals
  2. Impact and Use of Funds (College you expect to attend, courses, nexus to your goals, impact on your students and/or staff)
  3. Financial Need: Other considerations being equal, financial need **may** be considered a factor. Be prepared in the face - to- face interview to describe any financial need circumstances.

**The complete application must be received by March 7, 2014.**  
Finalists will be notified of the time of their April 3<sup>rd</sup> interview by April 1, 2014.  
Notification of awards will be made by April 7, 2014.