

THE CITY OF NEW YORK  
DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES | HUMAN CAPITAL  
THE DAVID N. DINKINS MUNICIPAL BUILDING, 1 CENTRE STREET, 24<sup>th</sup> FL - SOUTH, RM 2445, NEW YORK, NY 10007

THE HUNDRED YEAR ASSOCIATION OF NEW YORK  
**2019 E. VIRGIL CONWAY COLLEGE SCHOLAR AWARDS APPLICATION**

**APPLICATION FOR GRADUATING HIGH SCHOOL STUDENTS**

(For candidates who will have graduated from high school as of June 2019 or high school graduates who did not enter college)

PLEASE SEE ATTACHED PAGES FOR ADDITIONAL INFORMATION AND INSTRUCTIONS

SECTION I: HIGH SCHOOL STUDENT INFORMATION	
1. APPLICANT NAME (Last, First) _____ ADDRESS _____ CITY/STATE ZIP _____ CELL _____ EMAIL _____	2. STUDENT'S SOCIAL SECURITY NUMBER _____ 3. YEAR OF HIGH SCHOOL GRADUATION (yyyy) _____
4. HIGH SCHOOL AVERAGE: _____ % _____ Numeric Score _____ Letter	5. NUMERIC CLASS RANK (IF KNOWN) (___ / ___) _____
6. HIGH SCHOOL NAME _____ HIGH SCHOOL ADDRESS _____	7. TOTAL SCORE ON SAT OR ACT EXAMINATION (Attach a copy of report)
8. NAME OF COLLEGE OR UNIVERSITY WHERE APPLICANT WILL MATRICULATE IN 2019 _____	9. TOTAL FINANCIAL AID AND OTHER FUNDING FOR 2019 _____ (Attach copy of FAFSA submission and SAR) / Read included instructions.
10. ON SEPARATE SHEETS OF PAPER, LIST AND DESCRIBE YOUR SCHOOL/COMMUNITY SERVICE AND VOLUNTEER ACTIVITIES. INCLUDE ANY ACADEMIC AND/OR COMMUNITY HONORS, AWARDS, MEMBERSHIPS IN SCHOOL SERVICE CLUBS AND COMMUNITY ENRICHMENT ORGANIZATIONS, OR OTHER SERVICE ACTIVITIES IN WHICH YOU HAVE PARTICIPATED. SUBMIT RESPONSES WITH YOUR APPLICATION.	
11. YOU HAVE QUALIFIED TO APPLY FOR THIS SCHOLARSHIP BECAUSE AT LEAST ONE OF YOUR PARENTS IS AN EMPLOYEE OF THE CITY OF NEW YORK. PLEASE ATTACH A SHORT ESSAY IN WHICH YOU ANSWER THE FOLLOWING QUESTION: <i>If you could design a college curriculum that would increase appreciation for the work that NYC government employees do, what would the curriculum include and why? Your answer should include - but not be limited to - examples from your school, social, or family life.</i> YOUR ESSAY SHOULD NOT EXCEED MORE THAN THREE (3), DOUBLE-SPACED, TYPE-WRITTEN PAGES.	
SECTION II: INFORMATION ABOUT CITY EMPLOYEE WHO IS PARENT OR GUARDIAN OF APPLICANT	
1. NAME OF PARENT OR GUARDIAN LAST NAME _____ FIRST NAME _____	2. PARENT'S ADDRESS (LEGAL RESIDENCE) _____ Home E-mail _____
3. NAME (ABBREVIATION) AND ADDRESS OF EMPLOYING CITY AGENCY _____ Work E-mail _____	4. CURRENT JOB TITLE _____ ANNUAL SALARY _____ DATE ENTERED CITY SERVICE (mm/dd/yyyy) _____
5. GROSS ANNUAL FAMILY INCOME FOR YEAR ENDING DECEMBER 2018 City Employee's Salary _____ Other Parent's Salary* _____ Other (Explain) _____ Total Income _____	6. HOME TELEPHONE NO. _____ CELL PHONE NO. _____ BUSINESS TELEPHONE NO. _____ 7. PARENT'S SOCIAL SECURITY NUMBER _____
*Please include salary of non-custodial parent, if applicable.	

DATE \_\_\_\_\_

SIGNATURE OF PARENT OR GUARDIAN \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_

**THE HUNDRED YEAR ASSOCIATION OF NEW YORK: 2019 E. VIRGIL CONWAY COLLEGE SCHOLAR AWARDS**

THE HUNDRED YEAR ASSOCIATION OF NEW YORK IS COMPRISED OF COMPANIES, RELIGIOUS INSTITUTIONS, AND NOT-FOR-PROFIT ORGANIZATIONS THAT ARE OVER 100 YEARS OLD. THE ASSOCIATION RECOGNIZES ACADEMIC EXCELLENCE, LEADERSHIP AND COMMUNITY SERVICE OF SONS AND DAUGHTERS OF NEW YORK CITY CAREER CIVIL SERVICE EMPLOYEES.

**CAREER INTEREST INVENTORY**

Graduating HS Student's Name (Last, First)

College Name:

Year:

**INSTRUCTIONS:** The Hundred Year Association is interested career aspirations of students who apply for an E. Virgil Conway Scholarship. Please review the list of occupational categories below and select **up to 3 career fields and industries** that you either: a) *are currently pursuing or plan to pursue at your college or university during the upcoming academic year*, or b) *have a **very strong** interest in exploring as a possible future career*. Submit your responses with your application.

<b>CAREER FIELDS, PATHS, INDUSTRIES, AND OPPORTUNITIES</b>	
<b>• Architecture, Planning &amp; Environmental Design</b>	
<i>incl:</i> Architecture, Interior Design, Landscape Architecture, Sustainable Environmental Design, Urban & Regional Planning, Landscape Architecture	
<b>• Arts, Culture &amp; Entertainment</b>	
<i>incl:</i> Arts Education, Arts Management, Arts Administration/Education/Therapy, Fashion/ Textile Art, Fine Arts / Visual Arts, Performing Arts/Music, Broadcasting/Film/Video, Cultural Resources / Museums, Design	
<b>• Business</b>	
<i>incl:</i> Accounting, Consulting, HR, Insurance, Real Estate, Entrepreneurship/Small Business, Event Planning & Hospitality, Leadership Development, Sales, Retail, Social Entrepreneurship/Corporate Responsibility	
<b>• Communications</b>	
<i>incl:</i> Advertising, Marketing, Public Relations, Journalism, Literary, Publishing, Translation & Interpretation, Writing Careers, General	
<b>• Education</b>	
<i>incl:</i> Teacher preparation, School & Districts Information, Guidance Counseling, School Psychology, School Social work, Library/Information Services, Special Education	
<b>• Engineering &amp; Computer Science</b>	
<i>incl:</i> Aerospace/Aeronautical Engineering, Biomedical/Bioengineering, Chemistry/Chemical Engineering, Civil Engineering, Electrical Engineering & Computer Science, Energy Engineering, Environmental Engineering, Industrial Engineering & Operations Research, Materials Science Engineering, Nuclear Engineering, Statistics/Mathematics	
<b>• Environment</b>	
<i>incl:</i> Forestry, Environmental Engineering, Environmental Consulting	
<b>• Government</b>	
<i>incl:</i> Politics, Federal, State and Local (City/County), Political Parties, Legislative Branch (Federal and State) Military/Armed Forces and Defense	
<b>• Health &amp; Medicine</b>	
<i>incl:</i> Allied health, Alternative Medicine, Audiology/Speech Pathology, Chiropractic, Dentistry, Genetic Counseling, Gerontology & Aging, Health Management Policy & Consulting, Human Medicine, Mental Health, Nursing, Nutrition & Dietetics, Occupational Therapy, Optometry, Pharmaceutical Sales, Pharmacy, Physical Therapy, Podiatric Medicine, Public Health, Recreation/Sports, Veterinary Medicine	
<b>• International</b>	
<i>incl:</i> Tourism & Hospitality, Government, Research, Business	
<b>• Law &amp; Public Policy</b>	
<i>incl:</i> Law, Law Enforcement and Criminal Justice, Lobbying/Labor Relations, Public Policy/Advocacy/Think Tanks	
<b>• Social Impact/Community Service</b>	
<i>incl:</i> Consumer Rights, Civil & Human Rights, Lobbying, Research, Social Work, Public health, Not-for-Profit organizations	
<b>• Sciences-Biological &amp; Physical</b>	
<i>incl:</i> Agriculture, Bioinformatics, Biostatistics, Biotechnology, Botany, Forensic Science, Genetics, Marine Science, Science Education, Zoology	
<b>• Other (please specify):</b>	
<b>• Undecided</b>	

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### APPLICATION INFORMATION AND INSTRUCTIONS

Print completed form and submit, along with essay and all other required documentation, to: The Hundred Year Association Awards Programs, NYC Department of Citywide Administrative Services, Learning and Development, The David N. Dinkins Municipal Building, 1 Centre Street, 24<sup>th</sup> Floor South, Room 2445, New York, NY 10007.

#### ELIGIBILITY

##### **A. Parent or Guardian**

1. A permanent career City civil service employee with at least two years of continuous full-time service in a position for which the salary is paid in whole or in part by the City of New York.
2. Gross annual ordinary income for the year ending December 2018 may not exceed \$125,000 for parents and/or guardian. The applicant's income should not be included. Salaries listed should be before deductions for contributions to deferred compensation plans and/or other pre-tax benefits programs. Capital gains or losses should not be considered. If parents are separated or divorced, please describe financial arrangements with respect to applicant. Please include copies of page 1 of both parents' 2018 Federal Income Tax Return(s).

##### **B. Applicant**

1. Regular attendance at a private or public secondary school. Graduates in June 2019 or has previously graduated, but has not yet entered college.
2. Accepted as a full-time student at a private or public college or university.
3. Has taken the SAT or ACT examination. A copy of the test report must be submitted with the application.
4. Current High School Transcript with GPA.

#### SELECTION CRITERIA

1. Scholastic achievement, leadership and commitment.
2. Record of school and community activity and service.
3. Score on the SAT or ACT examination.
4. Acceptance and planned attendance at a college or university.
5. Financial need.
6. Other information which The Hundred Year Association Awards Committee may require or deem pertinent.

#### FINANCIAL AID

1. Attach copy of FAFSA (Free Application for Federal Student Aid) submission and SAR (Student Aid Report).
2. Attach copy of letter received from college/university which details the financial aid award for the upcoming year.
3. If the letter has not been received, please inform the Association in a written message that is included with the application when it is submitted for review. Also, if financial aid has not been requested, let the Association know in a written message included with the application so that consideration of your eligibility is not delayed.
4. Upon receipt of financial aid award letter, please send copy as soon as possible to the Department of Citywide Administrative Services at the address listed at the top of this page.
5. List all other scholarships, grants or loans.

#### SUMMARY

1. All applications will be reviewed for eligibility and verification by the New York City Department of Citywide Administrative Services.
2. The Hundred Year Association Awards Committee will determine the winners following a personal interview with each finalist.
3. All information requested in the application must be completed for an applicant to be considered for an award, and the application must include the following documents:
  - a. SAT or ACT report.
  - b. 2018 Federal Income Tax Return (page 1 only) for both parents/guardians.
  - c. FAFSA submission and SAR.
  - d. Financial aid award letter from college/university.
  - e. Essay.
  - f. Current High School Transcript with GPA.
  - g. Supplementary material may be included as applicant deems appropriate.
4. Application must be signed by both City employee parent/guardian and applicant.

**Voter Registration: If you are not a registered voter, please visit [www.elections.ny.gov/VotingRegister.html](http://www.elections.ny.gov/VotingRegister.html)**