



Scholarship Application Form

Upakar Foundation – the Indian American Scholarship

Application Postmark Deadline - April 30, 2010

Dear Upakar Scholarship Applicant:

Congratulations on taking these steps to further your education and develop your career skills. As fellow Indian Americans, we want to help support your aspirations.

When Upakar started in 1997, some people questioned why a foundation was needed to provide need-based scholarships to Indian Americans. The proof has literally been in the result. Over the last ten years we have granted almost 100 scholarships to students from 20 states who have attended a variety of educational institutions, ranging from public universities to the Ivy League.

As of 2009 the Upakar scholarship is \$2,000 per year and the scholarship will renew each year if you maintain a minimum 3.3 cumulative grade point average (GPA). We also have a voluntary mentoring program for our Scholars. This is an outstanding opportunity to seek the advice of, and network with, other successful young or mature professionals.

Our resources are limited and there has been significant competition in past years. So, please take the time to fill out the application completely and accurately; focus on the essays since they are specific to Upakar and send the application on time. Don't be deterred by the length of the application, these questions help us make a good determination and, if answered well, can help push you to the top of list.

We want to support the dream that all those in our community who aspire to higher education should achieve it.

We wish you all the best in your future endeavors. Good luck!

Dr. Nirupma Rohatgi
Chair, Upakar Board of Directors

Application Instructions

Postmark Deadline – April 30, 2010

Please review eligibility requirements to ensure you qualify to be an Upakar scholar. It is a 4 year scholarship with yearly renewal requirements.

Eligibility Requirements:

To be eligible for a scholarship, you must:

- Have either been born or have one parent born in the Republic of India
- Be either a U.S. citizen or a U.S. 'Green Card' holder (no exceptions)
- Be actively seeking enrollment in an **undergraduate** 4 year degree program at a college or university in the United States for the 2010-2011 academic year
- Have a 2009 Family Adjusted Gross Income (AGI) on the IRS form 1040, 1040EZ or 1040A of less than **\$75,000**
- Have a cumulative unweighted GPA over **3.6** (on a 4.0 scale)
- Currently be a graduating high school senior living in the USA

Selection Criteria:

Applicants are evaluated on **all** of the following criteria:

- Academic record
- Financial need
- Well written on-point essay response; correct grammar, punctuation, and spelling
- Letter of recommendation

Application Preparation:

- **Application** – Please neatly print the application in blue or black ink. Applications that are illegible or incomplete will be disqualified. Essays that do not answer the specific questions will be considered incomplete; please take the time to answer them thoughtfully and completely.
- **Proof of Citizenship**
 - If born in the U.S.
 - copy of your passport name page AND
 - copy of parent's passport name page (if not available, please send an explanation to scholarships@upakar.org with "No parent passport" as the header)
 - If born in India
 - U.S. Green Card Holder – copy of card OR
 - copy of your United States passport name page
 - If adopted from India – copy of adoption papers (or copy of your United States passport name page)
 - These may be independently verified with the Immigration and Naturalization Service
- **Transcript** – Provide an **official** transcript from your current high school
 - Transcripts **must** include a cumulative GPA. If not included, request a school official confirm your cumulative GPA on school letterhead with their signature.
 - Transcripts must have the name of your high school, your name, Social Security number and date of birth.
 - Copy of the official SAT or ACT documentation

- **Letter of Recommendation** – This must be from a teacher or advisor. The letter must be current and may not be from a relative.
 - Request the person to write the letter, and as a courtesy, they should have at least 2 weeks to complete your recommendation
 - The letter must stay confidential. Ask your recommender to return the recommendation letter to you in a sealed envelope with their signature written across the seal. Submit the sealed recommendation with your application.
- **Financial Information Documentation**
 - If you applied for federal financial aid, include a copy of all pages of your Student Aid Report (SAR) and the 2009 1040, 1040A or 1040EZ.
 - If the FASFA was not completed, attach a short note of explanation why and include a copy of your 2008 and 2009 federal 1040, W-2 and 1099 forms. Also include copies of your parents' (and spouses', if married) 2008 and 2009 federal 1040, W-2 and 1099 forms.
 - If you or your parent's own a business, include a copy of all Schedule Cs.
- **Instructions for Family Information Section** – Refer to these guidelines when completing this section of the application
 - Number in College in 2010-2011 – include yourself and any sibling recognized on your parent's federal tax returns that will be attending a degree or certificate program in 2010-2011.
 - Adjusted Gross Income – will come from the IRS from 1040EZ, 1040A or 1040. Must be under \$75,000 to apply for this scholarship.
 - Income Tax Liability – actual amount owed to the IRS based on your parents income and certain allowable adjustments
 - Exemptions – amount by person allowed by the IRS to reduce taxable income
 - Parent's Assets – include
 - Cash - savings accounts, checking accounts, certificates of deposit and money market funds as of today
 - Investments - business investments, real estate (do **not** include the home you live in), trust funds, mutual funds, stocks, stock options, bonds, other securities, education IRA, college savings plans, commodities, etc.
 - Investments **do not** include – the home you live in, values of life insurances, retirement plans (401k, pension funds, annuities, non-educational IRAs, Keogh plans, etc) and items already accounted for in the Cash section.
 - Home equity (please note if your family is renting)

Postmark Deadline:

Application packet must be mailed in **one** package that is **postmarked** on or before **April 30, 2010**. Any items sent requiring a signature by the receiving party will **not** be accepted.

Upakar Scholarship Selection Committee
c/o M. Mukunda
10237 Nolan Drive
Rockville, MD 20850

Award Notification:

Applicants that are awarded scholarships will be directly notified in August 2010. Check www.upakar.org in August 2010 to see the listing of 2010 Upakar Scholars. Please do not email Upakar Foundation for confirmation of receipt of your application.

Additional Information:

Email any application questions to scholarships@upakar.org with “Application question” as the header. Any questions received after April 25th may not be responded to in time to meet the April 30 application deadline. Please review the FAQ’s before sending an email.

Frequently Asked Questions (FAQs):

- Can I get an exception since I don’t have a US Green Card or US Citizenship?
 - No, an Upakar Scholar **must** be a US Green Card holder or a US Citizen
- Does the application need to be received by April 30 or postmarked by April 30?
 - Postmarked by April 30
- I really need the money to pay for school; can I get an exception to the eligibility criteria?
 - No, an Upakar Scholar must meet the eligibility criteria as listed in the beginning of this section
- I couldn’t finish the application by the deadline; can I get an extension?
 - No, the application must be postmarked by April 30 to be considered.
- My school does not do weighted grades/class rank/cum GPA, what should I do?
 - Note this on the application and have a school official confirm that by a signature or letter.
- I was born in India, was adopted as a child and now I am a US citizen, am I eligible to apply?
 - Yes, since you were born in India. Please review the documentation requirements to include with the application.
- I am just outside of the GPA/AGI requirements. Can I get an exception?
 - No. In general, an Upakar scholar far exceeds the GPA and AGI requirements. However, if there are more than 4 dependents listed on your parents’ tax return; send an email to scholarships@upakar.org with “More than 4 Dependents” as the header. You may be granted an exception.
- Does Upakar offer mentorships for Upakar scholars?
 - Yes, but it is up to the Upakar scholar to contact the mentorship chair.
- I did not complete the FASFA. Am I automatically disqualified?
 - No, but there needs to be a clear and concise explanation for not completing it attached to the scholarship application.
- There are a lot of personal questions about my parent’s finances. Do I need to answer all of them?
 - Yes, they are the basis of the Upakar scholarship determinations. Please remember this is a merit/need based scholarship and we need to confirm the need portion. Any application that does not fully answer the questions will be immediately disregarded. Please get your parent’s help with this section if needed. If you are not able to access this information, send an explanation to scholarships@upakar.org with “No parent financial information” as the header.
- I would like to drop off my application personally; can I make an appointment or drop it off somewhere?
 - No. If any attempt is made to contact the board members directly or attempts to influence the decision making process will cause an application to immediately be disregarded. Please mail it to the address above by the application deadline.

Since you and your parents **must** sign this application, it will **not** be accepted as an email attachment.

Personal Information

Name _____
Last First Middle

Address _____

City _____

State _____ Zip Code _____

Phone number _____

Social Security _____ - _____ - _____

Date of Birth ____/____/____

Email address _____

Residency status U.S Citizen U.S. Green Card Holder

Do not complete this application if neither residency status applies.

Scholastic Achievements

High School _____

Cumulative Grade Point Average _____ of _____

Cumulative Weighted GPA _____ of _____

Class Ranking _____ of _____ (if available)

SAT Critical Reading _____ SAT Math _____

SAT Writing _____

ACT Math _____ ACT Reading _____

ACT English _____ ACT Science _____

ACT Writing _____ ACT Total _____

Study Plans

Institution where you plan to enroll for the 2010-2011 academic year (if undecided, list top 3 choices), start date, anticipated tuition expense for 2010-2011 academic year, anticipated room and board for academic year and expected major

<i>Name of Institution (do not abbreviate) and Campus</i>	<i>Start Date</i>	<i>2010-2011 Tuition</i>	<i>2010-2011 Room and Board</i>	<i>Expected Degree or Certificate & Major</i>

Sources of Funding

List **all** sources of available and potential funding for your education. Include individuals, organizations, scholarships, etc. Mark the funding as a Scholarship, Grant, Loan or Other. Do **not** include parental or personal contribution.

<i>Source</i>	<i>Sch/Grant/Loan/Other</i>	<i>Total Amount</i>

Are you eligible for the Pell Grant? Yes No

Community Service, Awards & Honors

List any major community service, awards, honors, or recognition (academic or other) you have won. Include the name of the awarding organization, the reason for the award, and the date that you received the award. You may include another sheet to fully capture all awards, if needed.

<i>Community Service/Award/Honors</i>	<i>Organization</i>	<i>Date Received</i>

Household Information

Number of individuals in the household _____

Include: yourself, your parents living with you in your home, parent's other children (if living in the same home and your parent's provided more than 1/2 of their support in 2009), other people living with your parents in the same home (and your parent's provided more than 1/2 of their support for 2009)

Number of college students in the household for 2010 _____

Count yourself as a college student and include any siblings that will be attending college in 2010.

Income, Earnings, & Benefits

Refer to application instructions for detailed instructions. You may need your parent's help with this section since it is very important to fill this out correctly. If one of your parents is self employed, state it in the Employer field and answer the additional questions on the next page.

Parents' 2009 IRS Income Tax Return

Filed Not Filed Not filing Why not filing? _____

<i>Income Earnings & Benefits</i>	<i>Household</i>	
	2008	2009
Parent's Adjusted Gross Income		
Parent's Income Tax Liability		
Parents' Exemptions		
Father – earnings from working		
Father – Occupation		
Father – Employer		
Mother – earnings from working		
Mother – Occupation		
Mother – Employer		

Was the primary wage earner unemployed for more than 60 days during 2009? Yes

Did you or your parents receive any of the following (mark all that apply):

Supplemental Security Income Food Stamps Free or Reduced Price lunch TANF WIC

Asset Information

Refer to application instructions for detailed instructions.

<i>Assets</i>	<i>Household</i>
Cash, savings and checking accounts	
Value of investments – do not include your home in amount	
Home equity (write RENT if applicable)	

Only answer this section if either parent is self-employed:

Does either parent own all or part of a business, corporation, partnership or farm?

Yes No

If yes, what is the name of the business(es), corporation(s), partnership(s) or farm(s)?

What was the 2009 gross revenue(s)? _____

What were the 2009 actual expenses? _____

Please explain the purpose of the business/corporation/partnership.

Survey

How did you hear about this scholarship? Please provide the following information.

Newspaper article High School Counselor Website Scholarship site Other

Name of newspaper, website or scholarship site _____

If other, than please explain _____

Essays

All applicants **must** complete the long essay and choose **one** of the short essays from the two short essay questions. Essays not written on the specific topics outlined will be disregarded and the application will be considered incomplete. Please include a word count at the end of the essays.

- A. Define and outline your career goals and how a college education can help you achieve them. Write a **minimum** of 500 words to a **maximum** of 750 words on this topic.
- B. Choose one of the topics below and write a **maximum** of 500 words on the topic.
 - a. Briefly describe a character from one of your favorite books or movies, describe if you would want them as a family member and explain why.
 - b. In your autobiography written 50 years from now, what would be on page 37?

Signatures

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- ❖ I certify that all information on this application is true and complete to the best of my knowledge.
 - ❖ I hereby acknowledge that the decision of the Upakar Board is final with regard to awarding and or maintaining of r
 - ❖ I recognize my scholarship can only be used for tuition (not room and board or other fees).
 - ❖ I understand the check will be sent directly to my school of choice after I provide the required information to Upaka
 - ❖ In order to receive the funds, I will provide photographs for the use of the Upakar website and other publicity mater property of Upakar and may be used for purposes of promoting the work of Upakar.
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Applicant _____ Date _____

Parent/ Guardian _____ Date _____