



Applications open December 22, 2023. All materials must be received in the Foundation Office by February 20, 2024 by 11:59pm. Extensions will NOT be given!

- Mail transcripts to: Foundation Office, 3717 Fettle Park Drive, Dumfries, VA 22025
- Electronically submit all other materials through the Scholarship portal. A link to the portal can be found at www.socxfbi.org under the FOUNDATION tab and in the SCHOLARSHIP PROGRAM.
- Students will be notified of award determinations by May 31, 2024.

Dear Student,

The following information is for applications for the Foundation’s 2024 Scholarship Awards available to graduating college seniors and undergraduate college students enrolled for the Fall 2024/Spring 2025 academic year. Except for your academic transcript, which must be mailed, all materials must be electronically submitted through our Scholarship Portal by **February 26, 2024. Submissions that are incomplete or do not meet the eligibility requirements will not be considered.** Please utilize an email address that you regularly check to create your account so we may communicate with you. For Questions: contact Sandi Mrochinski in the Foundation Office at foundation@socxfbi.org or call 703- 291-3736.

Applicant Eligibility Requirements

- ✓ Must be the **child or grandchild** of an active member of the Society of Former Special Agents of the FBI. (*If member is deceased, membership must have been current at time of death.*)
- ✓ **Children** of active members of the FBI National Academy Associates are eligible to apply for the George A. Zeiss Memorial Scholarship.
- ✓ Must be a graduating high school senior or college student planning to enroll in classes as a full-time undergraduate student (at least 12 credits per semester) for the Fall 2023/Spring 2024 semesters at an accredited 2- or 4-year college/university in the United States.
- ✓ Must have a cumulative **UNWEIGHTED GPA of 3.5 or higher on a 4.0 grading scale.** College students must use their college GPA and transcript.
- ✓ Must be a U.S. citizen or lawful permanent resident.
- ✓ You are not eligible to apply if you have previously received a Scholarship or Skilled Trades grant from our Foundation.

Scholarship Awards

A student may receive only one scholarship award.

FINANCIAL NEED — *Requires tax forms to be submitted.*

William H. Webster Financial Need Scholarship
Robert S. Mueller Financial Need Scholarship

LEADERSHIP

Clarence M. Kelley Leadership Scholarship
J. Edgar Hoover Foundation Leadership Scholarship
Louis J. Freeh Leadership Scholarship
Lawrence G. Lawler Memorial Scholarship
Daniel and Tessy Grove Memorial Scholarship
Peter L. O’Neill Scholarship
Weysan Dun and Linda Wojtan Leadership Scholarship
FBINAA Charitable Foundation Youth Leadership Scholarship

Cartha D. DeLoach Leadership Scholarship

Awarded to Children of Society Members

George A. Zeiss Memorial Scholarship*

Awarded to Children of FBI National Academy Associates Members

**Society Membership is not required.*



Before beginning, review the instructions carefully and allow yourself plenty of time to

complete your submission which will include:

- ✓ Your official Academic Transcript mailed to us from your school.
- ✓ A fully completed Online Application and responses to two writing prompts.
- ✓ If you are applying for **Financial Need**, pages 1 and 2 of the 2022 IRS Form 1040 filed by your parent(s), guardian or yourself (if you are self-supporting). If your parents are divorced, the tax form for each parent is required—if this is not possible, then provide a written statement explaining why you cannot provide the information.
- ✓ Personal reference letters are **NOT** required.
- ✓ Your submission requires you to upload several documents as PDF files.

Important Dates!

All transcripts must be received by

February 20, 2024 by 11:59pm

All digital materials must be received by

February 26, 2024 by 11:59pm

Extensions will NOT be given!

Evaluations

Each submission is independently evaluated by 4 evaluators, who are members of our Board of Trustees, and a weighted score given to each of the following areas:

- Leadership Activities** = 70% of your score
- Written Essay** = 20% of your score
- Academic GPA** = 10% of your score



Step 1: Order your Academic Transcript to be mailed to us directly from your school.

Tell your school your transcript needs to show your **cumulative UNWEIGHTED GPA on a 4.0 grading scale**. We must **receive your transcript by mail in our office by February 20**. Contact Sandi Mrochinski, Foundation Administrator, at foundation@socxfbi.org with any questions. Your application cannot be evaluated without this information. College students must use their college transcript.



Mail transcripts to:

Former Agents of the FBI Foundation
3717 Fettle Park Drive, Dumfries, Virginia 22025

Failure to meet this requirement is the #1 reason submissions do not move forward. Applications are incomplete until your transcript is received in the Foundation Office by February 20.

Step 2: Verify membership information with your sponsor.

Society of Former Special Agents of the FBI Membership # _____

FBI National Academy Associates, Inc. Membership # _____

Children of members of the FBI National Academy Associates may apply for the George A. Zeiss Memorial Scholarship.

You will be asked for this information when you are in the scholarship portal.

Step 3: Decide which scholarship categories to apply for (you may select more than one). Only one application is required. You will be considered for all of the available scholarships in each category you select:

Leadership

Financial Need - 2022 IRS Tax Forms must be submitted.

George A. Zeiss Memorial Scholarship (*Only children of members of the FBI National Academy Associates are eligible.*)

Step 4: Create your Student Account in the Scholarship Portal and upload your forms.

- ✓ Go to <https://smr.to/p85093> or www.socxfbi.org under the FOUNDATION tab and in the SCHOLARSHIP PROGRAM and access the Scholarship Portal.
- ✓ Click on the link **Create My Student Account** and follow the instructions.
- ✓ **The account must be in the applicant's name.** Parents and grandparents should not create an account in their name! The contents of the portal may be viewed without creating an account by clicking on the a PREVIEW link.
- ✓ The Application Form is fully online this year so please fill out the online form in its entirety.
- ✓ Once you login, enter the information requested and, where indicated, upload the following documents in PDF format:
 - your two typed responses to the writing prompts,
 - and the IRS Forms (*if you are applying for financial need*)
- ✓ **You must upload all writing responses and any additional attachments in PDF form.**
- ✓ You will be able to click on SAVE if you want to return and continue working on your submission later. When you have completely finished, your submission is not complete until you click on SUBMIT and receive an email confirming that your submission was received. **Changes cannot be made once you SUBMIT.**

Maximize your chances of receiving a scholarship!

1. When writing about your leadership activities, tell us about yourself and use specific details about your experiences. We do not know anything about you until you tell us. Specific details can help us understand how great you are.
2. The same with your essay. We don't expect a lengthy essay, but be sure your writing helps us learn more about you. Your essay should show effort and not be a duplicate of your first writing response. Review your writing for grammar and spelling.
3. Make sure you have answered ALL questions in the Online Application portal.
5. Check out the **Scholarship Resources** on our website at www.socxfbi.org (click on Foundation and then Scholarships.)
6. Email foundation@socxfbi.org or call 703-291-3736 if you have questions. Good luck with your submission!