Dear Musical Family:

Thank you for your interest in the Center for Musical Development at Wittenberg University. Enclosed is a scholarship application for musical study. These scholarships are need-based. Careful consideration is given to the recommendation from a music teacher who knows the student and to the student’s letter of application. Most scholarships will amount to 20% to 35% of the total tuition. The money from our endowed scholarship fund is limited.

Scholarships will be awarded for each of the four terms during the year, which extend from September through August. Scholarship applicants need apply only once during the year. Scholarship students are expected to attend lessons regularly, to practice between lessons and to perform in CMD term-end recitals. Failure to maintain acceptable performance in any of these aspects subjects the award to termination. Scholarships are awarded on a first come, first served basis.

If you have questions about the application, the scholarship process, or the Center for Musical Development, please call (937) 327-7050 or email ndavis@wittenberg.edu.

Sincerely yours,

Mrs. Nancy Davis
Coordinator of Center for Musical Development
Wittenberg University
Springfield, Ohio
CMD Scholarships are awarded according to these guidelines:

1. Scholarships are need-based and the family of the applicant must demonstrate financial need by completing the application and submitting the first page of the household’s most recent Federal Income Tax (1040) form(s). We may require additional documentation in certain cases.

2. All scholarships are partial and the responsibility for timely payment of the remainder of the tuition and registration fees rests with family. A late fee will be added to any balance due after 30 days. Delinquency may jeopardize continuation of a scholarship.

3. Scholarships are awarded by the ten-week term or portion thereof. The application and accompanying documentation, however, are submitted only once during the year which extends from September through August. The applicant must reapply for scholarship aid each year. Funds are limited and aid is awarded on a first come, first served basis.

4. The CMD Director or other appointed faculty may periodically observe lessons of the scholarship recipient.

5. Scholarship recipients must demonstrate commitment to serious music study through regular attendance at lessons and home practice. Students are encouraged to play for others and to participate in school, community and church musical organizations.

6. The student will submit in this application, in their own words, why they wish to have musical instruction on their instrument.

Send this completed application, teacher recommendation and student application of intent to:

Nancy L. Davis  
Coordinator of CMD  
Wittenberg University  
P.O. Box 720  
Springfield, OH 45501-0720  
E-mail: ndavis@wittenberg.edu
Music Teacher Recommendation

__________________________ is applying for scholarship aid for musical study through Wittenberg University’s Center for Musical Development.

Please comment on his/her musical experience including previous musical study, involvement in musical activities such as choirs, ensembles or musicals, as well as musical potential. Be sure to include the context of your work with this student and the length of time you have known the student.

Aid from our endowed scholarship fund is based on family need and perceived seriousness of musical study. Your comments will help us determine the latter.

___________________________________________  __________________________
Signature of Teacher                                                                     Date

Address___________________________________________________________________
City/State/ZIP______________________________________________________________
Phone (       )_____________________________________

Return with application to: Nancy L. Davis, Center for Musical Development, Wittenberg University, P.O. Box 720, Springfield, OH 45501-0720; or email to ndavis@wittenberg.edu.
APPLICATION FOR SCHOLARSHIP AID

Student’s Name
Birth date
Parent or Guardian’s Name
Address
City/State/ZIP
Home / Work / Cell Phone
Parent Email
Instrument / Years Studied
Private Teacher’s Name
Teacher’s Phone
School / Grade

The information you provide on this form and in related documents is essential to us in determining financial need. Since we follow independently devised guidelines based on the practical circumstances (income and expenses) in a given household, we may require additional documentation in order to arrive at a decision. We treat all information in a confidential manner. Please provide all information and documentation we require; we will simply return any application we consider incomplete.

GROSS INCOME

1. 2014 2015 (est.)
   $ ___________ father $ ___________
   $ ___________ mother $ ___________
   $ ___________ other $ ___________
   $ ___________ non-taxable income in home $ ___________

2. List the number and relationships of the persons in your household (e.g., “parents, 2 children, etc.”).

3. List any exceptional circumstances which you think we should consider in deciding upon your eligibility. This can include unemployment, extraordinary medical expenses, multiple family members in CMD, etc. (Supply verification whenever possible.) These circumstances do not include home mortgage or auto loan payments, rent or similar normal family expenses.

I affirm that the information which I have given is, to the best of my knowledge, true and correct.

________________________________________________________    __________________________
Parent or Guardian’s Signature                                                                 Date

Attach copy of page 1 of your most recent Federal Income Tax (1040) form; if filing status is “Married Filing Separately,” a copy of each spouse’s tax return is required.
I am requesting scholarship assistance for (name of instrument or class) ____________________ lessons from the Center for Musical Development at Wittenberg University.

Please write in at least 25 words why you would like to have music lessons.

Signed,
(Student's Signature)