

The Ben D. Conley Charitable and Educational Foundation Scholarship Application Checklist

- ☐ Complete application
 - ☐ Personal information – Include email address
 - ☐ Education – List all schools, graduation dates and grade point average
 - ☐ Extracurricular activities – Identify and describe each activity
 - ☐ Family information – Parents' name, place of employment and annual income
 - ☐ Include the names and ages of siblings
 - ☐ Plan for further education – Name of college, year attending and major course of study
 - ☐ Annual cost for school – break out the amounts for tuition, room & board, and books.
 - ☐ Source of Income – Include any income you as the student will receive
 - ☐ Scholarships – Please include the names and amounts of other expected scholarships.
 - ☐ Need – Please explain your need for this scholarship.
 - ☐ Printed Name – Please type or print your full name.
 - ☐ Signature and Date – Please sign and date the application.
- ☐ Attach a copy of your SAT Score and high school transcript OR most recent college transcript. **Only your most recent information will be acceptable.**
- ☐ Personal Recommendations – Please provide two letters of personal recommendation from a teacher, school official or other reliable source, with their contact information.
Only your most recent recommendations will be acceptable.

Mail the completed package to:

The Conley Charitable and Educational Foundation
c/o Chesapeake Wealth Management
P.O. Box 1419
Kilmarnock, VA 22482

If you have questions, please call (804) 435-3652.