



BERWIND

## Charles G. Berwind Foundation Scholarship Program

*Helping to further the  
education of the  
children of employees  
of Berwind Corporation  
and its affiliates*

The Charles G. Berwind Foundation Scholarship Program (the “Foundation”) was established in 1974 by Berwind Corporation and members of the Berwind family in honor of Charles G. Berwind, Sr. (1894-1972), whose interest in promoting the welfare of young men and women was a lifelong avocation.

### **PURPOSE**

The purpose of the Foundation is to encourage and assist high school and college students who are children of employees of Berwind and its affiliates located within and outside the U.S. to attend accredited institutions of higher learning in the U.S. All eligible students planning to attend such institutions in the U.S. are encouraged to apply.

## Scholarship Awards

<b>Criteria</b>	The Selection Committee will choose the recipients of Scholarship awards based on the candidate's financial need <i>as determined by the results of their FAFSA report</i> . Once financial need has been established, the following criteria will apply: secondary school academic and extracurricular records, results of the Scholastic Aptitude Test (SAT) or the American College Test (ACT), and other indicators of academic achievement, character and leadership, as well as the desire to complete a college education.
<b>Description</b>	Scholarships will be awarded for each academic year at the institution of the candidate's choice. Scholarship award amounts may vary year-to-year and may not exceed \$10,000 for any academic year. Scholarships will generally be renewed in the same amount each year to cover a period of four years (or the normal duration of the selected course of study but not exceeding four years). Renewal of Scholarships will depend on the recipient's continued full-time enrollment in good standing at his or her institution. Awards may also be adjusted to reflect changes in educational costs and financial need.
<b>Payment</b>	<p>The amount of the award will be paid directly to the student's institution by the Foundation, and the student will be authorized to draw on this amount for tuition, room and board, books and other bona fide educational expenses incurred by the student during full-time enrollment in good standing. If the school is unwilling to administer the Scholarship, the Trustees may decide to pay a portion of the award directly to the recipient to enable the student to pay for the various educational expenses, in which case the Trustees will require the recipient to account annually for the funds used.</p> <p>If there are no candidates, or if no candidate qualifies in any given year, no awards will be made.</p>

### Selection of Scholarship Recipients

<b>Committee</b>	The Selection Committee is comprised of distinguished individuals not associated with Berwind Corporation or its affiliates. The Committee has experience in higher education and reviewing academic performance and will select the recipients of Scholarship awards based on all of the information supplied.
<b>Notification</b>	Normally, Scholarship recipients will be notified in April. The award becomes official when the recipient has been accepted and enters an accredited institution of higher learning in the U.S. and not later than the start of the fall term of the year in which the Scholarship award is announced.

## Eligibility

### To be eligible for a Foundation scholarship, a candidate must:

- 1 To have financial need as determined by the Selection Committee utilizing the results of their FAFSA report.
- 2 Be a senior in high school or a high school graduate and be the child or dependent of an active, deceased or retired employee with at least one year's employment with Berwind Corporation or one of its affiliates located within or outside the U.S. Scholarships will be awarded to those who plan to enter college in the U.S. the next fall and will be enrolled in a full-time academic program leading to an undergraduate degree within the normal time period. Consideration will also be given to applicants currently enrolled in college for a scholarship award for their subsequent years, as well as applicants planning to attend community colleges, graduate schools and professional accredited schools in the U.S.
- 3 File an official application form with the Foundation.
- 4 Take or have taken the Scholastic Aptitude Test (SAT) or the American College Test (ACT), or another appropriate standardized test approved by the Selection Committee and have the results reported to the Selection Committee.
- 5 Furnish the Selection Committee with the candidate's Biographical Questionnaire, Secondary School Report or official college transcript, and a completed Free Application for Student Aid (FAFSA) report.

This scholarship program is for children of eligible employees and not for employees themselves; therefore, employees of Berwind Corporation and its affiliates are not eligible.

## How to Apply

### HIGH SCHOOL STUDENTS

#### Students in their senior year of high school should:

- 1 Submit the attached Scholarship Application to the Foundation by November 30 of the year prior to the year of anticipated matriculation at an institution of higher learning.
- 2 Submit to the Foundation the results of a Standardized Test, which must be taken in either the junior or senior year (or both), but results must be received by the Selection Committee no later than December 31 of the candidate's senior year.
- 3 Complete and return to the Foundation by December 31 the following forms, which will have been provided to each candidate by the Foundation's Administrator:
  - Biographical Questionnaire.
  - Secondary School Report completed by the secondary school principal or guidance counselor and returned by the principal or guidance counselor directly to the Foundation's Administrator.
- 4 Have the candidate's parents complete online a Free Application for Student Aid (FAFSA). A summary of this information will be provided to the parents and this information must be furnished to the Foundation's Administrator before February 28. Information furnished to the Selection Committee will be kept in strict confidence by the Selection Committee and its Administrator.

	TIMELINE / CHECKLIST	COMPLETE
November 30	• Scholarship Application	<input type="radio"/>
December 31	• SAT or ACT results	<input type="radio"/>
December 31	• Biographical Questionnaire • Secondary School Report	<input type="radio"/> <input type="radio"/>
February 28	• Parents' Confidential Statement Regarding Financial Resources (FAFSA)	<input type="radio"/>

**COLLEGE  
STUDENTS**

College Students meeting the eligibility requirements and planning to continue their undergraduate studies or attend graduate, medical, law or other accredited professional schools should:

- 1 Submit the attached Scholarship Application to the Foundation by November 30 of the year prior to the year of anticipated matriculation at an institution of higher learning.
- 2 Submit to the Foundation by December 31 the results of the Graduate Record Examinations (GRE), the Law School Admission Test (LSAT), the Medical College Admission Test (MCAT), the Graduate Management Admission Test (GMAT) or any other aptitude tests, advance tests or admission tests required by the school or such other examinations which are approved by the Selection Committee.
- 3 Complete the Biographical Questionnaire provided by the Foundation’s Administrator by December 31.
- 4 Submit two letters of recommendation from either the candidate’s college Dean, Academic Advisor or faculty member by January 15.
- 5 Submit an **official** transcript of college grades by January 15.
- 6 Have the candidate’s parents complete online a Free Application for Student Aid (FAFSA). A summary of this information will be provided to the parents and this information must be furnished to the Foundation’s Administrator before February 28. Information furnished to the Selection Committee will be kept in strict confidence by the Selection Committee and its Administrator.

	<b>TIMELINE / CHECKLIST</b>	<b>COMPLETE</b>
<b>November 30</b>	<ul style="list-style-type: none"> <li>• Scholarship Application</li> </ul>	<input type="radio"/>
<b>December 31</b>	<ul style="list-style-type: none"> <li>• Biographical Questionnaire</li> <li>• If applicable, results from one of the following tests:               <ul style="list-style-type: none"> <li><i>Graduate Record Examinations (GRE)</i></li> <li><i>Law School Admission Test (LSAT)</i></li> <li><i>Medical College Admission Test (MCAD)</i></li> <li><i>Graduate Management Admission Test (GMAT)</i></li> <li><i>Or any other aptitude tests required by the school or such other examinations which are approved by the Selection Committee</i></li> </ul> </li> </ul>	<input type="radio"/> <input type="radio"/>
<b>January 15</b>	<ul style="list-style-type: none"> <li>• Two Letters of Recommendation</li> <li>• Official Transcript of College Grades</li> </ul>	<input type="radio"/> <input type="radio"/>
<b>February 28</b>	<ul style="list-style-type: none"> <li>• Parents’ Confidential Statement Regarding Financial Resources (FAFSA)</li> </ul>	<input type="radio"/>

## Additional Information

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<b>Admission</b>	Application for a Scholarship does not constitute application for admission to an institution of higher learning. Applicants are responsible for applying for such admission and submitting written evidence of their acceptance to the Selection Committee.
<b>Records</b>	Recipients will be expected annually to authorize their school to release their <b>official</b> transcripts.
<b>Financial Status</b>	Recipients will be expected annually to advise the Selection Committee of any substantial changes in his or her finances, as well as those of the recipient's parents or legal guardians, as appropriate.
<b>Termination</b>	Termination of the Scholarship award will occur through failure to meet the academic and personal standards required by the recipient's institution in the judgment of the Selection Committee.
<b>Withdrawal or Leave of Absence</b>	If a recipient withdraws from college during the semester, his or her Scholarship award may be forfeited. However, a recipient may request a leave of absence, of up to one year, from the continuation of his or her education. If the request for the absence is approved by the Selection Committee, the recipient's Scholarship will be held in reserve until he or she resumes his or her education. If a recipient takes more than one year's leave of absence, the student must reapply for a Scholarship when he or she resumes his or her education.
<b>Illness or Military Service</b>	A student's Scholarship may be held in reserve if his or her education is delayed for illness or military service. The Selection Committee will consider each case separately based on a written request and explanation from the recipient.
<b>Perpetuity</b>	While it is expected that the Foundation will be continued on a year-to-year basis, the number and amount of new awards made each year will be determined by the Trustees of the Foundation and the Selection Committee. If the number of available awards should be reduced in future years, reasonable efforts will be made to ensure that previous recipients will continue to receive financial support until graduation, provided they comply with the Foundation's guidelines.
<b>Duration</b>	Scholarship awards will be limited to a period of four years, either as an undergraduate or graduate student, or a combination of both.

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# Application Form

## Charles G. Berwind Foundation Scholarship Program

### RETURN TO:

Foundation Administrator  
c/o Berwind Corporation  
3000 Centre Square West  
1500 Market Street  
Philadelphia PA 19102  
foundation@berwind.com

Name of Candidate

\_\_\_\_\_  
LAST FIRST MIDDLE

Home Address

\_\_\_\_\_  
STREET

Mailing Address

IF DIFFERENT FROM ABOVE

\_\_\_\_\_  
CITY STATE ZIP

\_\_\_\_\_  
STREET

\_\_\_\_\_  
CITY STATE ZIP

Email Address

\_\_\_\_\_

Date of Birth

\_\_\_\_\_ Telephone ( ) \_\_\_\_\_

Name of parent employed  
by Berwind Corporation  
or its affiliates

\_\_\_\_\_  Active  Retired

Company employing parent

\_\_\_\_\_

Employed with Berwind  
or an affiliate company  
for more than one year?

Yes  No

Work Telephone ( ) \_\_\_\_\_

Date scholarship required

\_\_\_\_\_

Current high school  
or college

\_\_\_\_\_  
NAME

\_\_\_\_\_  
STREET

\_\_\_\_\_  
CITY STATE ZIP

If college

Graduate  Undergraduate

Principal, Guidance  
Counselor or Dean

\_\_\_\_\_

College or University  
plan to attend

\_\_\_\_\_

Course(s) of study  
considering

\_\_\_\_\_

Occupation(s)  
considering

\_\_\_\_\_

Signature of Applicant

\_\_\_\_\_ DATE

## **Charles G. Berwind Foundation Scholarship Program**

Foundation Administrator  
Berwind Corporation  
3000 Centre Square West  
1500 Market Street  
Philadelphia PA 19102

phone 215.563.2800  
email [foundation@berwind.com](mailto:foundation@berwind.com)

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