

2021-2022 Big Joe Scholarship Application Instructions

Joseph M. Sheetz, "Big Joe", was the head of Store Development at Sheetz, Inc. for over 20 years. He was well known by many as a respected businessman, an avid community member and most importantly, a beloved family man. Joe passed away in August of 2006 from kidney cancer and the Joseph M. Sheetz Scholarship Fund, Inc. was created to honor his memory.

Eligibility Requirements

To be eligible to apply for a scholarship, an applicant must either be an eligible Sheetz employee or the child/stepchild of an eligible Sheetz employee. An eligible Sheetz employee must have been in active employment and must have worked at least 320 hours (average 10 hours per week) from October 1, 2020 through May 7, 2021. Children/Step-children must be full-time, post-secondary students for the 2021-2022 academic year. Employee applicants may be full-time or part-time students (earning no less than 12 credit hours per academic year). Part time student applicants are eligible for a \$5,000 Scholarship.

DEADLINE: Applications and all required materials must be received at the address below by:

May 7, 2021

Applicants are to mail the application with all required materials in ONE business size or larger envelope.

Mail applications to: **The Big Joe Scholarship Fund**
 C/O Pennsylvania Food Merchants Association
 Attn: Ellen Markle
 144 Chancellor Drive
 Chambersburg, PA 17201

***If you have any questions regarding the completion of this application, please call Jennifer Hamelin at PFMA (717) 745-3670 or (800) 543-8207 extension 3670 or e-mail jhamelin@pfma.net.**

ALL APPLICANTS WILL BE NOTIFIED OF THE JUDGES' DECISION VIA MAIL BEFORE AUGUST 1.

Required materials from schools and employers should be in sealed and signed envelopes in order to be verified as official. PFMA staff will not track down missing materials on your behalf. It is the applicant's responsibility to complete and return all materials by the deadline. Any materials or applications received after the deadline may not be considered for judging. Here are some helpful hints to get your materials in on time:

1. Keep only the forms you need to avoid confusion and completion of unnecessary forms.

If you are a current High School Senior

- Application
- Essay
- H.S. Guidance Counselor/Principal Form
- H.S. Transcript with SAT scores
- Employer Recommendation Form*

If you are a Post-Secondary Student

- Application
- Essay
- H.S. Transcript with SAT Scores
- College Registrar Form
- College Transcript (may require a fee)
- College Dean Form
- Employer Recommendation Form*

*The Employer Recommendation Form is required if the applicant is the qualified employee.
If your parent/step-parent is the qualified employee, you are not required to complete this form.

2. Print your name on the bottom line of each form.
3. Forward the required forms to the appropriate person(s). You may want to highlight the instructions and remind them to return the form(s) to you in a sealed and signed envelope, in advance of the application deadline. Materials not officially sealed and signed will not be accepted.
4. Complete your application. DO NOT re-type the application! Handwrite or type in the application if necessary.
5. Write your essay. The essay should be typed on the page provided.
6. Once you have received your materials back from the appropriate person(s), mail these materials, along with the completed Application, to our office before the deadline. **To ensure proper delivery, it is suggested to mail the materials via certified mail or FedEx/UPS. PFMA does not take responsibility for lost mail.**

2021-2022 Big Joe Scholarship Scholarship Application Form

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Name _____

Home Address _____

City _____ State _____ Zip Code _____

Home Phone Number () _____ Date of Birth _____

Email Address _____

Student Designation - Fall 2021 Freshman Sophomore Junior Senior Graduate Student

Required	Eligibility Status: (check all that apply)
	<input type="checkbox"/> I am a qualified active Sheetz employee who has been in active employment and worked at least 320 hours (average 10 hours per week) from October 1, 2020 through May 7, 2021.
	<input type="checkbox"/> I am the child/step-child of a qualified Sheetz employee.
	<input type="checkbox"/> I am a full-time college student for the 2021-2022 academic school year.
	<input type="checkbox"/> I am a part-time college student (no less than 12 credit hours) for the 2021-2022 academic school year.
	Employee's Name _____ Employee's ID # _____
Employment Start Date _____ Store Number _____	
Store City, State _____	

The Big Joe Scholarships are awarded without discrimination on the basis of race, color, religion, national or ethnic origin, disability, sex, age veteran status or any other protected class. An independent panel of judges selects winners based on community involvement, leadership, overall excellence of character and academic success. Scholarship awards will be applied toward the recipient's tuition to attend a post-secondary institution. Scholarships will be paid directly to the schools that the winners attend. Payment may not be postponed to another academic year. Applicants agree to accept the independent judging panel's decision as final.

I have read and understand the instructions. I understand that it is my responsibility to collect all required materials and send them to the PFMA office before the deadline.

Signature _____ Date _____

Applicant's Name _____

Mother's First and Last Name _____

Step-Mother's First and Last Name _____

Father's First and Last Name _____

Step-Father's First and Last Name _____

School attending in Fall 2021 (if application(s) are pending, list school(s) applied to)

Planned area of study _____

Has your education ever been interrupted? If yes, explain when and why.

School currently attending _____ **Anticipated Date of Graduation (MM/YY)** _____

Is it a High School or a College? (Please mark one) _____ **High School** _____ **College/Post Secondary School**

Former High Schools and/or Post Secondary Schools and years attended

School Name	List Years Attended (i.e. 2017-2021)
_____	_____
_____	_____

Work Experience: (please list your current or most recent job)

Company Name _____

Company Address _____

Company City, State & Zip _____

Company Phone () _____ **Your Job Title** _____

Average Hours per Week _____ **Months/Years Worked** _____

Applicant's Name _____

Using only the spaces provided, please list the following:

In-school Extra-Curricular Activities (list most recent first)

Activity	Dates of Activity (Month / Year)	Hours / Weeks per week / per year	High School or College Activity (check one)
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C

Community Service/ Activities (list most recent first)

Name of Organization	Dates of Service (Month / Year)	Hours / Weeks per week / per year	High School, College or Other Activity (check one)
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O
_____	_____	_____/_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O

Leadership Role(s) (in or out of school)

Name of Organization	Role/Position	Dates of Service (Month / Year)	High School or College or Other Activity (check one)
_____	_____	_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O
_____	_____	_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O
_____	_____	_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O
_____	_____	_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O
_____	_____	_____	<input type="checkbox"/> HS <input type="checkbox"/> C <input type="checkbox"/> O

Awards, honors or prizes

Applicant's Name _____

2021-2022 Big Joe Scholarship Personal Essay

(All Applicants)

(Your personal essay should be typed, double-spaced in New Times Roman (12 font), on the page provided. Remember to proofread, check punctuation, paragraphing, and grammar. Please set your margins as follows: Top, 3.5", bottom 1.5", sides 1". Word count should not exceed 300 words.)

How has your community service inspired you? If you had unlimited time and resources what need would you fulfill for your community? Describe how you came to believe this need existed and describe what you would do to fulfill this need?

Applicant's Name _____

2021-2022 Big Joe Scholarship Applicant's Employer Recommendation

(If applicant is a qualified Sheetz employee)

To the Employer:

_____ has applied for a 2021-2022 Big Joe Scholarship. **Please complete this form and put it in an envelope. Seal and sign the back of the envelope and return it to the applicant by Friday, April 23, 2021.**

Employee Start Date: _____

Please describe how well the candidate carries out his or her assigned duties.

Please describe the candidate's ability to interact positively with your customers.

Additional Comments regarding the applicant:

Store/Department Manager's Name (Printed) and Signature _____

Store Number or Department Name _____

Applicant's Name _____

2021-2022 Big Joe Scholarship High School Guidance Counselor/Principal Form

(Required for 2021 high school student/graduate only)

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To the Guidance Counselor/Principal:

_____ has applied for a 2021-2022 Big Joe Scholarship. Please complete this form and attach an **official transcript including SAT/ACT scores OR copy of score report**. Please put all the materials in an envelope from your school. Seal and sign the back of the envelope and return it to the applicant by Friday, April 23, 2021.

The applicant's cumulative grade point average was _____ on a scale of _____.

The applicant's class rank was _____ in a class of _____.

Date of graduation _____.

SAT Scores:

Before March 2005

_____ Highest Verbal + _____ Highest Math = _____ **Highest Total** (out of 1600)

After March 2005

_____ Highest Critical Reading + _____ Highest Math + _____ Highest Writing = _____ **Highest Total** (out of 2400)

ACT Score: _____ Highest ACT Score

Comments:

Counselor's/Principal's Name (Printed) and Title _____

School Name _____

School Address _____

City _____ State _____ Zip Code _____

Applicant's Name _____

Phone () _____ Fax () _____ Date _____

2021-2022 Big Joe Scholarship College Registrar Form

(For current post-secondary students)

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To the Registrar:

_____ has applied for a 2021-2022 Big Joe Scholarship. Please complete this form, attach an official transcript and put it in an envelope from your school. **Seal and sign the back of the envelope and return it to the applicant by Friday, April 23, 2021.**

The applicant has a cumulative grade point average of _____ on a scale of _____.

The applicant's class rank is _____ in a class of _____.

Anticipated date of graduation: _____.

Comments:

Registrar's Name (Printed) and Signature _____

School Name _____

School Address _____

City _____ State _____ Zip Code _____

Phone () _____ Fax () _____ Date _____

Applicant's Name _____

2021-2022 Big Joe Scholarship Dean's Report Form

(For current post-secondary students)

Joseph M. Sheetz, "Big Joe", was the head of Store Development at Sheetz, Inc. for over 20 years. He was well known by many as a respected businessman, an avid community member and most importantly, a beloved family man. Joe passed away in August of 2006 from kidney cancer and the Joseph M. Sheetz Scholarship Fund, Inc. was created to honor his memory.

To the Dean:

_____ has applied for a 2021-2022 Big Joe Scholarship. **Please complete this form and put it in an envelope from your school. Seal and sign the back of the envelope and return it to the applicant by Friday, April 23, 2021.**

- | | | |
|---|--|----|
| 1. Is this student in satisfactory academic standing at your institution? (If "no," please explain on the reverse.) | Yes | No |
| 2. Is this student in satisfactory non-academic standing at your institution? (If "no," please explain on the reverse.) | Yes | No |
| 3. Would you permit this student to continue at your institution? (If "no," please explain on the reverse.) | Yes | No |
| 4. Has this student, to your knowledge, ever been involved in any personal, social or academic difficulties of which you feel the Big Joe Scholarship judging panel should be aware? (If "yes," please explain on the reverse.) | Yes | No |
| 5. Would you give this student a good character recommendation? | Yes | No |
| 6. Are your responses to these inquiries based on (please check all that apply): | | |
| <input type="checkbox"/> Records/reports? | <input type="checkbox"/> Close personal acquaintance? | |
| <input type="checkbox"/> Counseling/advising contacts? | <input type="checkbox"/> Casual contacts/observations? | |

Please give any other information, which you believe to be relevant. Thank you.

Dean's Name (Printed) and Signature _____
 School Name _____
 School Address _____
 City _____ State _____ Zip Code _____
 Phone () _____ Fax () _____ Date _____

Applicant's Name _____