

# Script for Employee Scholarship Applications 2025-2026



## Information from Applicant

Name: .....

Phone Number: .....

Email: .....

Preference for Initial Contact: Phone.....Email.....

Preferred days and time(s) to phone

Days (M-F): \_\_\_\_\_ {Times): Daytime\_ Evening\_

What job do you have at La Loma Village now? \_\_\_\_\_

Who is your manager? \_\_\_\_\_

What is your main education goal? \_\_\_\_\_

Where specifically (Name of Institution) will the scholarship funds be used?

\_\_\_\_\_

Into what Program have you been accepted? \_\_\_\_\_

At what level will you be? \_\_\_\_\_

Please completed and send this form to the Scholarship Committee Vice-chair, **Joe Honsberger at 12-102**, by **February 1, 2026** who will then assign a Mentor and provide you with the full Application Packet.

## Information for Applicant

Your Mentor: .....

Phone Number: .....

Email: .....

**LA LOMA VILLAGE SCHOLARSHIP APPLICATION PROCEDURE  
CHECKLIST FOR THE SCHOLARSHIP COORDINATOR**

**APPLICANT NAME:** \_\_\_\_\_

**DATE APPLICATION RECEIVED:** \_\_\_\_\_

*The Scholarship Coordinator will confirm the steps below for the above applicant. The approved checklist will be attached to the original application and forwarded to the current chair, co-chair of the La Loma Village Resident Scholarship Committee for further processing.*

1. \_\_\_\_\_ **Has been employed by Sun Health for at least 6 cumulative months.**
2. \_\_\_\_\_ **Is an active employee at La Loma Village in full time, part time, or part time/no benefits employment categories.**  
***PRN, Seasonal, and On-Call employment categories are not eligible.***
3. \_\_\_\_\_ **Has worked an average of at least 15 hours per week for the most recent six months of employment at La Loma Village (based on payroll records).**
4. \_\_\_\_\_ **Is in good standing, with no formal written disciplinary action on file for the six months preceding application for scholarship.**
5. \_\_\_\_\_ **If the applicant has been rehired by Sun Health and meets the above requirements, they may apply for a scholarship after a two-month waiting period.**
6. \_\_\_\_\_ **Current GPA**
7. \_\_\_\_\_ **Completed Application**
8. \_\_\_\_\_ **Completed Supervisor Recommendation**

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Scholarship Coordinator – Print Name and Signature

Date