

## PEDRO "DOC" SANCHEZ PROFESSIONAL SCHOLARSHIP

### UNIVERSITY OF GUAM

College of Professional Studies – School of Business and Public Administration  
UOG STATION • MANGILAO, GUAM 96923

Undergraduate and Graduate Application  
AY 2018-2019

### INSTRUCTIONS TO APPLICANTS

**Incomplete application packets will not be considered.** Use the following checklist to insure that all required forms and documents are included in your application packet:

### APPLICATION AND REQUIRED DOCUMENTS

Please complete the following sections on the application form attached. You must also submit the required documents to support the information given.

#### SECTION 1: APPLICATION FORM

- You must complete all sections of the application form. Please do not leave any sections blank. If the section does not apply to you, please indicate with a "N/A" or "none".
- You must sign the application form.
- You must have the application **NOTARIZED**. Please note that the Notary Public will require your signature in his/her presence and may require a fee.
- You must submit the completed application form and all required documents to the Financial Aid Office, located at the University of Guam Field House, by **August 31, 2018 at the close of business 3:00 p.m.**

#### SECTION 2: SIGNED STATEMENT ADDRESSED TO THE SANCHEZ SCHOLARSHIP COORDINATOR

Authorizing the release of: (bottom of page of application packet - **STATEMENT TO RELEASE DOCUMENTS**)

- University of Guam academic records;
- Government of Guam Performance Evaluations;
- Other documents as necessary, to the Scholarship Coordinator throughout the duration of the scholarship period.

#### SECTION 3: TYPEWRITTEN ESSAY

- On the topic: "Why I Want to Pursue Studies at the University of Guam as a Recipient of the Pedro 'Doc' Sanchez Scholarship." (Please base the essay on your chosen major; maximum two pages, double-spaced).

#### SECTION 4: LETTERS OF RECOMMENDATION / FINANCIAL SUPPORT

All letters should be included in the application packet and be addressed to the **Chair, Public Administration and Legal Studies** at the address provided above:

#### **NON-AUTONOMOUS, SEMI-AUTONOMOUS, AND AUTONOMOUS AGENCY APPLICANTS**

- A letter of recommendation on your behalf must be submitted by any government, education, or community leader on Guam (preferably from leaders who have direct knowledge of your work and academic capabilities as an employee within the Government of Guam).
- A letter of recommendation on your behalf must be submitted from your supervisor, department, or agency Director.

NOTE: You must submit a total of 2 letters of recommendations.

#### **ADDITIONAL LETTER FOR AUTONOMOUS AGENCY APPLICANTS**

- A letter from your Agency Director and/or Finance Officer indicating the financial support of tuition/fees and books, should you get selected to be a Pedro "DOC" Sanchez recipient.

**NOTE: If you work for an Autonomous Agency then, a total of 3 letters must be submitted.**

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### SECTION 5: EDUCATIONAL DATA

- [ ] You must submit an **ACCEPTANCE LETTER or ENROLLMENT CERTIFICATION**:
  - a) If you are entering as a new student, you must submit a letter of acceptance from the University of Guam.
  - b) If you are currently enrolled in the institution, submit an official certification of enrollment from your institution's Admission and Records department.
- [ ] If you are a **high school graduate with no college or university credits** please submit: Official high school transcript.
- [ ] If you are a **high school graduate with some college or university credits** please submit: Official high school transcript and official transcripts from all college(s) and universities attended.
- [ ] If you are a **college or university graduate** please submit: All college and university transcripts, which must confer the Bachelor's degree received.

#### NOTE:

- ❖ Applicants must provide the Sanchez Scholarship Coordinator official transcripts from all colleges, universities, or post-secondary institutions attended on and off-island, including the University of Guam and Guam Community College. (Note: A separate set of official high school and college/university transcripts must also be provided to the UOG Admissions Office only if you are transferring in credits from another school.)
- ❖ All official transcripts must be mailed or delivered directly by applicants former educational institutions to the following address:

The assigned Program Coordinator  
Financial Aid Office  
University of Guam  
UOG Station  
Mangilao, Guam 96923

A separate set of official transcripts must also be sent or delivered to:

❖ **only if you are transferring in credits from another school**

Office of Admissions and Records  
University of Guam  
UOG Station  
Mangilao, Guam 96923

### SECTION 6: GOVERNMENT OF GUAM EMPLOYMENT STATUS

- [ ] A verification of employment, the form must include **job title, pay letter grade and step, time-frame of classified position, and type of job classification (i.e. unclassified, classified, temporary, etc.)**
- [ ] A copy of your **position description** from your present Government of Guam employer must be submitted.
- [ ] A copy of your recent **performance evaluation** must be submitted.

**NOTE: Applicants must be a classified government of Guam employees with a minimum of two (2) years of classified service, beyond the probationary period, prior to actually commencing studies under the scholarship.**

If your application and supporting documents are COMPLETE and received by the Sanchez Scholarship Program Coordinator on or before the announced deadline, it will be submitted to the Committee. We will notify you in writing of the Committee's decision on your application. If approved, you will be required to attend a MANDATORY PRE-AWARD ORIENTATION prior to receiving the award benefits.

FOR ADDITIONAL INFORMATION, YOU MAY CONTACT OUR OFFICE AT: Telephone (671) 735-2570 or FAX (671) 734-2907.

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*Please use typewriter or block letters in ink. Submit the completed application to the Financial Aid Office, located at the University of Guam Field House, on or before **August 31, 2018 at 3pm** LATE and INCOMPLETE applications and those without supporting documents **WILL NOT** be considered. Refer to INSTRUCTIONS TO APPLICANTS accompanying this application form.*

**SECTION 1: PERSONAL DATA**

APPLICANT'S NAME:			SOCIAL SECURITY NO.:		
LAST	FIRST	MIDDLE			
SEX:	MARITAL STATUS:	DATE OF BIRTH:	PLACE OF BIRTH:		
PERMANENT HOME ADDRESS:					
MAILING ADDRESS:					
EMAIL ADDRESS:		PLACE OF RESIDENCE:	TELEPHONE NO.:		

**SECTION 2: GOVERNMENT OF GUAM EMPLOYMENT STATUS**

GOVERNMENT AGENCY EMPLOYER AND ADDRESS		TYPE OF AGENCY: <input type="checkbox"/> LINE AGENCY <input type="checkbox"/> AUTONOMOUS <input type="checkbox"/> SEMI-AUTONOMOUS	
POSITION TITLE:	WORK TELEPHONE NUMBER:	FAX TELEPHONE NUMBER:	
LENGTH OF SERVICE IN THE GOVERNMENT OF GUAM TO DATE:	SUPERVISOR NAME/TITLE:	TELEPHONE NUMBER:	

**SECTION 3: EDUCATIONAL DATA**

HIGH SCHOOL ATTENDED (include full mailing address):		DATE OF GRADUATION or GED RECEIVED:	
<input type="checkbox"/> BACHELOR'S	ACCEPTED FOR ADMISSIONS TO (Name, address of institution)	STUDIES TO COMMENCE: (Circle One) Fall Spring <input type="checkbox"/> Semester _____ Academic Year	
<input type="checkbox"/> MASTER'S			
MAJOR PROGRAM:	MINOR:		
NUMBER OF COLLEGE CREDIT HOURS COMPLETED:	DEGREE EXPECTED:	MONTH/YEAR EXPECTED:	

NOTE: Per provisions of Public Law 23-111, as amended, recipients of the Scholarship Program are required to major in Public Administration or any undergraduate degree offered by the College of Business and Public Administration, College of Agriculture and Life Sciences and the College of Arts and Sciences and graduate Master's in Business or Public Administration, at the University of Guam. However, recipients not majoring in public administration must minor in public administration. (a. "Declaration of Major or Minor Form" must accompany the application, forms may be obtained with the Office of Admissions and Records.)

If you attended other higher education institutions, please provide the information below along with the official transcript(s).

NAME & LOCATION OF INSTITUTION	PERIOD OF ATTENDANCE	DEGREE OR CREDIT HOURS EARNED	MAJOR

**SECTION 4: FINANCIAL AID INFORMATION**

Please check off the following Federal or Government of Guam financial aid programs that you will be applying for:

BOR Army ROTC Scholarship  
 John F. Quan Memorial Scholarship  
 Merit Award  UOG  Off-Island \_\_\_\_\_  
 Nursing Training Scholarship  
 Professional/Technical Award Program  
 Student Loan  UOG  Off-Island \_\_\_\_\_  
 Undergraduate  Graduate

Dr. Antonio C. Yamashita Educator Corps (YEC)  
 Tuition Credit \_\_\_\_\_ (type)  
 Other: \_\_\_\_\_

Federal: \_\_\_\_\_  
 (Pell Grant, Loans – Unsubsidized / Subsidized, etc.)

Have you ever received a Government of Guam funded program?  
 No

Yes Program: \_\_\_\_\_  
 When: \_\_\_\_\_

Have you ever co-signed for a recipient of a Government of Guam funded program?  
 No

Yes Program: \_\_\_\_\_  
 When: \_\_\_\_\_

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**STATEMENT OF RESIDENCY**

I, \_\_\_\_\_, Social Security Number \_\_\_\_\_, do hereby declare that I am a resident of \_\_\_\_\_, Island of Guam; that I was born in \_\_\_\_\_ on \_\_\_\_\_ (Village) (City, State) \_\_\_\_\_; that I have resided in Guam since \_\_\_\_\_; that I intend to remain in and as (Date of Birth) (Date) a legal resident of Guam indefinitely; and that I am not a resident of any other territory or any state or foreign country.

**STATEMENT OF GOVERNMENT OF GUAM EMPLOYMENT STATUS**

I, \_\_\_\_\_ further attest that I am a career employee of the Government of Guam and intend to remain in government service in the Government of Guam in the foreseeable future. If selected to be a recipient of the Pedro "Doc" Sanchez Professional Scholarship for Career Employees of the Government of Guam at the University of Guam, I hereby agree to accept the conditions of the scholarship program contained in Public Law 23-111, as amended, and to abide by the rules, regulations and guidelines established by the Department of Public Administration and Legal Studies, School of Business and Public Administration, University of Guam, throughout the duration of my Government of Guam sponsored studies.

**AGREEMENT**

If selected as a recipient of the Pedro "Doc" Sanchez Professional Scholarship for Career Employees of the Government of Guam, I hereby agree, throughout the duration of my Government of Guam-sponsored studies, to abide by the conditions of the Scholarship Program as contained in the rules and regulations and Public Law 23-111, as amended. In addition, I hereby agree to reimburse the Government of Guam through government service. Per provisions of Public Law 23-111, as amended, service payback shall be two years of government service for every one year of academic attendance. Should I fail to reimburse the Government of Guam through service, I am hereby liable for all interests and charges I incur during my participation in the Scholarship. All charges will be payable to the Pedro "Doc" Sanchez Scholarship Fund via the University of Guam.

I hereby certify that the information I have given in this application and in the supporting documents are true and correct to the best of my knowledge and belief. I agree to comply with all the regulations and laws that are applicable to the financial assistance, which may be awarded to me.

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SUBSCRIBED and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

NOTARY PUBLIC \_\_\_\_\_

My commission expires on \_\_\_\_\_

**STATEMENT TO RELEASE DOCUMENTS**

I, \_\_\_\_\_, do hereby release all academic transcript and records, (First, Middle, Last Name) performance evaluations and other necessary documents to the Chair of the Public Administration and Legal Studies Department and to the Program Coordinator of the Pedro "Doc" Sanchez Scholarship for Career Employees of the Government of Guam.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_