



## **The Frank Cooper Christian College Matching Grant Scholarship Fund**

### **Background Information**

Frank Cooper was a long time member of Westminster Presbyterian Church and an alumnus of Whitworth University in Spokane, Washington. Frank spoke often about the experience he had while attending Whitworth and receiving a foundational Christian college education. During 2015 WPC established a special fund to assist students in attending Christian colleges and universities that have a matching grant program. With Frank Cooper's legacy in mind the Adult Christian Formation Committee has named this scholarship after him to provide a living resource for generations to come.

The annual tuition cost to attend a private Christian university or college often requires significant financial aid. This special restricted fund has been established to encourage students coming from the life of Westminster Presbyterian Church to attend a Christian college that offers a matching grant program. Currently colleges like Gordon College, Whitworth University, Biola University, Regent University, Seattle Pacific University and Cedarville University provide matching grant funds for their students.

Funding for this scholarship fund is expected to come primarily from members and friends interested in supporting students pursuing their educational goals at a Christian college or university. Awards will be granted based on selection criteria and funds available in the Scholarship Fund.

### **Committee Structure and Administrative Oversight**

1. The Frank Cooper Scholarship Committee, hereafter known as the "Scholarship Committee" will include a minimum of one member of the Adult Christian Formation Committee, one member of the Bos Scholarship Committee, one member of the Student Ministries Committee and the Business Administrator, ex officio. If there is a conflict of interest with any of the applicants and a member of the Scholarship Committee, other individuals from the Adult Christian Formation Committee may be added. The Scholarship Committee will select a chair.
2. The Scholarship Committee will report to the Adult Christian Formation Committee.
3. The Scholarship Committee will be responsible for reviewing all application requests and will be responsible for selecting a scholarship recipient(s) based on the selection criteria described in this document.
4. Changes to existing guidelines for the Scholarship Committee or the Scholarship Fund will be submitted first to the Adult Christian Formation Committee for approval and then be presented for final approval to WPC Session.
5. WPC Session retains the authority to approval all guidelines and all disbursement of funds for the Scholarship Fund.

## **Selection Process**

1. Prospective recipients shall apply for this scholarship through the Frank Cooper Scholarship Committee at Westminster Presbyterian Church, 32111 Watergate Rd., Westlake Village, California, 91361.
2. Scholarships are awarded annually for an academic year so previous recipients must reapply each year to be considered for the scholarship.
3. Application should be made prior to April 15<sup>th</sup> each year. Applicants will be notified of the results before May 15th.
4. The Scholarship Committee may interview applicants who meet the scholarship criteria and will select a recipient(s).
5. Upon selection of the appropriate recipient(s), the chair of the Scholarship Committee will review the Committee's actions with the Adult Christian Formation Committee. ACF will include the presentation review in WPC Session minutes.
6. In accepting this scholarship the recipient(s) gives permission for the college or university of choice and Westminster Presbyterian Church to publicize the student's receiving of the scholarship.

## **Selection Criteria**

Recipients of this scholarship should meet the following criteria:

1. Students must be either a high school student of senior standing who has been accepted to a Christian college or university offering a matching grant program or a currently enrolled student in good standing of a Christian college or university that has such a program.
2. First preference will be given to students from Westminster Presbyterian Church, Westlake Village, California, and then to students from the immediate surrounding area (Westlake Village, Thousand Oaks, Oak Park, Agoura Hills and Agoura). The intent is to provide preference for our own church members and their families. When there are limited qualified candidates, the Committee may broaden the region for consideration.
3. In the opinion of the Scholarship Committee the recipient(s) should demonstrate good character and a sense of responsible citizenship, and must be a member in good standing of Westminster Presbyterian Church, an active non-member of Westminster Presbyterian Church, or a member of another Christian church.
4. This scholarship will be presented to a student regardless of their gender, race or age.
5. If multiple applicants exist who are otherwise equal in terms of the previous requirements in the determination of the Scholarship Committee, then the Committee may elect to divide the scholarship among the candidates. Applicants may be asked for copies of their Federal Student Aid Application and information about other aid awards if this situation arises. While multiple candidates may be awarded scholarships, this practice may be limited depending on available funds.

## **Provisions**

This scholarship will provide an annual matching grant of up to \$500 which combined with the college match could provide a student with a potential scholarship of up to \$1,000 each academic year. The scholarship may be granted up to four academic years (need not be consecutive) provided the recipient meets the requirements below and is the selected awardee. Consideration for scholarship support for additional academic years over four may be made on a case by case basis.

1. Maintains full-time student status for the academic year based on the college or university guidelines for full-time status.
2. Makes satisfactory progress during the academic year based on the academic standards set by the college or university. The recipient is to report the status of such progress to the Frank Cooper

Scholarship Committee at Westminster Presbyterian Church at the conclusion of each semester/quarter. Failure to maintain the required progress after each academic year may result in loss of the scholarship.

3. Students disciplined for academic dishonesty or inappropriate conduct within the school or community may lose the scholarship.
4. In the event that the recipient withdraws from the educational institution before completion of the school year, the recipient will be required to notify the Scholarship Committee immediately of such withdrawal and may be required to reimburse the Scholarship Committee for the scholarship awarded for that academic year.

Further consideration may be given to students pursuing advanced studies and certification programs if the matching grant program at the college or university includes provision for such studies in its program.

## **Contribution and Disbursement Provisions**

1. WPC financial oversight of the fund is provided by the Finance Committee or its designees.
2. Contributions to the Scholarship Fund will be made to Westminster Presbyterian Church for benefit of the Scholarship Fund. These contributions will be held in the designated fund, the Frank Cooper Christian College Matching Grant Scholarship Fund.
3. Approved disbursement requests with supporting documents (Application and other informational pieces to support the request) must be presented in writing to the Church Business Administrator who will be responsible for arranging payment to the scholarship recipient's college or university.
4. The Scholarship Committee may not encumber the church in any way by authorizing disbursement from the Scholarship Fund which exceeds the funds available or the disbursement guidelines detailed in this document.

## **Application Procedures**

An application form is attached. This application includes only basic information. On an attached letter (maximum 300 words) please discuss your life circumstances and your life objectives specifically including the following:

1. Your educational goals.
2. Your career goals.
3. Your reason(s) for applying, including financial need.
4. Any other circumstances that you feel the Committee should be made aware.

Please attach copies of your Student Aid Report (if requested), college or university acceptance letter or email notification, and transcripts for any relevant course work already completed. For high school students your 7<sup>th</sup> semester grades will be required.

Please note that applicants are required to reapply for the scholarship for each academic year. Scholarships may be awarded up to four consecutive academic years.

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# Application Form

## The Frank Cooper Christian College Matching Grant Scholarship Fund

Westminster Presbyterian Church

32111 Watergate Road, Westlake Village, California 91361

(818) 889-1491

[www.wpcwestlake.org](http://www.wpcwestlake.org)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Home & Business/Daytime Phone: \_\_\_\_\_

Home Church: \_\_\_\_\_ Member? \_\_\_\_\_ yes \_\_\_\_\_ no

Name of Christian College Where You Are Enrolled or Accepted: \_\_\_\_\_

Scholarship Payment will be Made Directly to Your College. Please Provide the Name and Address:

College Name: \_\_\_\_\_

Street: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Student Identification or Account Number: \_\_\_\_\_

Current Educational Status: (Circle One) HS Senior Freshman Sophomore Junior Senior Other \_\_\_\_\_

Number of Years You Have Applied for This Grant? (Circle One) 1 2 3 4

Extra-curricular Activities and Employment: \_\_\_\_\_

Background Experience in Field of Study: \_\_\_\_\_

(Attach additional sheets as needed)

Committee Approval: \_\_\_\_\_ Date \_\_\_\_\_