

NORTH EASTERN STORE OWNERS MEMORIAL SCHOLARSHIP

INSTRUCTIONS & GUIDELINES

for Team Members & General Managers / Owners

WHO IS ELIGIBLE

All Team Members who are currently employed at a qualifying Dairy Queen and are planning to attend college in the fall. (Multiple Team Members per store can apply)

Qualifying DQ - Store Owner must be a Member in good standing with NESO & DQOA for all stores owned **as of June 1 of the year when application is submitted.**

Team Members may continue to apply each year they are in school, even if they have been awarded a NESO scholarship in the past.

HOW DO TEAM MEMBERS APPLY?

Applications can be downloaded at www.nesonews.com and must be submitted as follows:

OWNER OR GM Instructions:

- ✓ **Recommendation letter (Required)** by Store Owner or General Manager detailing the reason they feel their team member should receive the scholarship. This letter carries significant weight towards the applicant's evaluation by the scholarship committee. It should include qualities, achievements, strengths and employment history etc. of the applicant. **PLEASE include in the letter, the name of the team member, IDQ# and full address of the store they work at, along with contact info including email address of the owner/GM that is writing the letter.**
 - *This Recommendation letter can be submitted by the Team Member Applicant along with their Scholarship Application or the Owner/GM can submit it separately if preferred.

TEAM MEMBER APPLICANT Instructions:

- ✓ Application must be hand written by the Team member on the original downloaded form. No typewritten re-productions.
- ✓ Letters of recommendation may be type-written.
- ✓ Submit Application along with all supporting documents
***Please make ONE submission per applicant that includes ALL documents for that applicant.**
(Exception: Owner/GM recommendation letter may be submitted separately by Owner/GM if

preferred)

***Submit EACH applicant SEPARATELY.**

- ✓ Applications must be received by the NESO office no later than June 1 to be considered.
 - **HOW TO SUBMIT APPLICATIONS:**
- ✓ Applications may be submitted by Scan/email to **nesoscholarship@gmail.com**, fax-510-740-3586, or US mail, FedX etc. to **NESO Scholarship Fund c/o Jeff Haynes, 317 East Maplewood Est., Scott Depot WV 25560.**
- ✓ Note: Applicant is responsible to confirm that their application is received by the NESO office. You will receive an email confirmation when we receive it. If you do not receive that confirmation, you must assume we did not receive it, and contact the NESO office to check status.

CRITERIA USED TO AWARD THE SCHOLARSHIP

- Recommendation letter by Store Owner or General Manager
- School History and GPA
- Extra-curricular activities
- Awards & Honors
- Community Service
- Letters of recommendation from guidance counselors, previous employers etc.

The Applicant and Store Owner/GM will be notified with results by Sept 1.

SCHOLARSHIP FUNDING CRITERIA

If the Team Member is awarded the scholarship they will be required to furnish North Eastern Store Owners the following information.

- Team member's full name and address
- School's name and address you are planning to attend
- Your student I. D. number if applicable

Note: The check will be made payable to the school not the student. Confirm with the school exact instructions on who to make check payable to, mailing address and any information to include on the check connecting it to the student.

Send this information to.

N.E.S.O. Office

C/o JEFF HAYNES

317 East Maplewood Est.

Scott Depot, WV 25560

nesoscholarship@gmail.com

Voice/Text 304-610-1338

Fax: 510-740-3586