



*Representing the Bozeman Area Business & Professional Women's  
Community Since 1930*

Bozeman BPW, P.O. Box 644, Bozeman, MT 59771-0644  
W: [www.bozemanbpw.org](http://www.bozemanbpw.org) E: [scholarship@bozemanbpw.org](mailto:scholarship@bozemanbpw.org)

## **EDUCATIONAL SCHOLARSHIP FOR CAREER ADVANCEMENT**

**Bozeman BPW** was founded in 1930 and is currently over 90 members strong. Bozeman BPW seeks to empower women and girls in southwest Montana's Gallatin Valley and serves as a vital link to services and opportunities that enhance leadership skills, enable self-sufficiency, and provide business networking opportunities. Bozeman BPW is affiliated with the national [Business and Professional Women's Foundation](#).

Bozeman BPW is offering an Educational Scholarship for Career Advancement for the next academic year in order to provide financial assistance to qualified women seeking to further their education. Scholarships are provided to women, 25 years of age or older, who wish to advance in their careers, or are soon to enter or re-enter the workforce. The scholarship offer is intended to support women at a crucial point in their lives and to enable them to help themselves. Award amounts range from \$500 to \$2,000.

The application deadline is March 15 of the award year. Submissions will be accepted either electronically or by mail. Whether mailed applications meet the deadline date will be based on postmark. Semifinalists will be notified by no later than the week of April 15<sup>th</sup> and may be asked to submit additional information by May 7 in order for their applications to be considered complete. Semifinalists will also be asked to attend a short interview. Scholarship recipients for this year's competition will be notified by June 1.

## **SCHOLARSHIP ELIGIBILITY CRITERIA**

To be eligible to apply for the scholarship, you must:

- Be a female
- Be at least 25 years of age by May 2 of the award year
- Be a U.S. citizen or U.S. national and be a resident of Gallatin County
- Be officially accepted into an accredited degree program at Montana State University that will result in an associates, bachelors, or masters degree, or be officially accepted into an accredited certificate program at a school or training facility within Montana. (The Scholarship cannot be used for work towards a doctoral-level degree, such as a PhD, MD, DDS, DVM, JD, etc.)
- Demonstrate clear career plans and a scheduled time frame in which you expect to achieve your education goals
- Be available to attend a personal interview with the Bozeman BPW Scholarship Committee at a location to be scheduled in Bozeman between April 1 and May 15
- Demonstrate financial need

### **Further information:**

- There is no fee to apply for the Educational Scholarship for Career Advancement.
- You do not need to be a member of Bozeman BPW and there will be no preference given to BBPW members when awarding the scholarship.
- You may attend school either part-time or full-time under the scholarship.
- The Scholarship will be awarded on the basis of merit and demonstration of clear intent; however, financial need will be taken into consideration when all other factors are equal between applicants.

## APPLICATION INSTRUCTIONS

- Complete the Scholarship Application Form, attach a copy of your current resume and submit by **March 15** either electronically (preferred) to [scholarship@bozemanbpw.org](mailto:scholarship@bozemanbpw.org) or by mail to:  
Bozeman BPW/Scholarship  
P.O. Box 644  
Bozeman, MT 59771
- Provide each of your two recommenders with either a hard copy or electronic version of the Scholarship Recommendation Form. The forms must be completed, signed and submitted by **March 15** either electronically (preferred) to [scholarship@bozemanbpw.org](mailto:scholarship@bozemanbpw.org) or by mail to:  
Bozeman BPW/Scholarship  
P.O. Box 644  
Bozeman, MT 59771
- All applications and recommendations must be submitted by **March 15 of the award year**. Whether or not mailed documents meet the deadline date will be based on postmark.
- Semifinalists will be notified by no later than the week of **April 15** and may be asked to provide additional information in one envelope by **May 7**. The additional information may include but will not be limited to the following:
  - a. **Transcript(s)**
  - b. **Financial Information, such as your individualized expense and resource estimates**
  - c. **Proof of U.S. Citizenship and/or Residency**
  - d. **Proof of Enrollment in the College or School you will be attending for the award year.**
- Semifinalists will also be asked to attend a personal interview with the Bozeman BPW Scholarship Committee at a location to be scheduled in Bozeman between **April 1 and May 15**.

## AWARD CRITERIA

Applications will be evaluated on the basis of the applicant's merit and demonstration of clear intent by their precise description of career plans and goals as well as their academic, employment and/or volunteer record; however, financial need will be taken into consideration when all other factors are equal between applicants.

## AWARD NOTIFICATION

Bozeman BPW will call all scholarship recipients by **June 1 of the award year**. All applicants will receive written notification of their status in regards to the scholarship no later than the end of **June**.

## EXPENSES COVERED BY SCHOLARSHIP AWARD

Scholarship funds will be paid directly to the educational institution or training program.

## APPLICATION DEADLINE AND SUBMISSION

All applications and recommendations must be submitted by **March 15 of the award year**. Whether or not mailed documents meet the deadline will be based on postmark. If selected as a semifinalist, additional information may be requested. Any supporting documents requested must be received by **May 7**.