

# KEVIN M. EIDT MEMORIAL SCHOLARSHIP FUND 2025 NORWALK HIGH SCHOOL SCHOLARSHIP

## Recommendation Writer Information

Your recommendation will play a significant and critical role in our selection of the recipient of a \$130,000 scholarship recognizing demonstrated achievement in the areas in which Kevin participated and excelled. As this scholarship has been established in memory of a unique individual, your recommendation should be original for this purpose and document the applicant's commitment and accomplishments in the specific area covered by your evaluation. Please restrict your comments to your area of expertise as information regarding other activities of the applicant is readily available through the applicant's personal history and recommendations from other categories. Recommendations from a classmate, relative, close family acquaintance, or involving any form of financial compensation will not be considered. Members of the same household are excluded from submitting more than one letter of recommendation. Please provide your email and phone contact information in the event that we have a question or require clarification relative to your recommendation. Community and Religious recommendations should be submitted on the organization's letterhead. Please explain if no letterhead is available.

After dating and signing the recommendation please seal the letter in a business envelope, to be provided by the applicant, and sign along the seal to ensure your confidentiality. Please return the sealed envelope to the applicant for submission to the Scholarship Selection Committee. We appreciate your participation, effort, and support in our endeavor to further Kevin's legacy through the gift of education.

## **Recommendation Categories**

**Academics:** - From a teacher of a full credit junior or senior year course able to assess the applicant's commitment to academic achievement and performance. If asked to write a recommendation for more than one applicant for the same course, in the same academic year, clearly provide wording in the recommendation allowing the selection committee to determine who you believe is academically most accomplished. Multiple recommendations from the same teacher without a clear indication to the reader who the writer feels is the more accomplished applicant will not be considered.

**Athletics:** - From an athletic coach, manager, or mentor able to evaluate the applicant's athletic skills, commitment, spirit, sportsmanship, and teamwork.

**Arts:** - From a teacher or instructor of the arts able to evaluate the applicant's talent, dedication, and commitment.

**Community Service:** - From a supervisor, manager, or mentor of a community activity able to attest to and evaluate the nature and extent of the applicant's community service. Those writing a community service recommendation are requested to complete the recommendation writer evaluation sheet provided by the applicant. Recommendations from a for-profit organization does not qualify under our definition of Community Service.

**Religious Community:** - From a member of a religious community able to evaluate the applicant's involvement and participation in their activities. Those writing a religious community recommendation are requested to complete the recommendation writer evaluation sheet provided by the applicant.

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## Community Service and Religious Community Recommendation Writer Evaluation Sheet

Name \_\_\_\_\_

Title \_\_\_\_\_

Organization name and website address \_\_\_\_\_

Email address \_\_\_\_\_

Telephone number \_\_\_\_\_

If not writing the recommendation on behalf of a formal organization indicate the capacity in which your recommendation is being written.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Did the applicant receive any form of compensation from this organization? \_\_\_\_\_

Are you a relative, close family friend, or classmate of the applicant? \_\_\_\_\_

Years you have known applicant \_\_\_\_\_

What is your relationship to the applicant within this service organization?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant's association with this Organization:

Number of years with organization \_\_\_\_\_

Average number of weeks per year \_\_\_\_\_

Average number of hours per week \_\_\_\_\_

What has made this applicant stand out from their peers?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Evaluate the applicant's commitment to the organization.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Compared to others you have known in your capacity how you would rate the applicant's contribution to the Organization:

- ☐ Top 1%
- ☐ Top 5%
- ☐ Top 10%
- ☐ Top 25%
- ☐ Other