

Dear Graduating Senior,

Congratulations on your upcoming graduation! What an exciting time in your life! The Key Elementary PTA is offering one \$1000 scholarship to a graduating senior in your class. These scholarships will be awarded to seniors who meet the following requirements:

- Must have attended Key Elementary for at least 2 years.
- Be a graduating senior in this year's graduating class.
- Plan to attend college or vocational school full-time (12 hours or more).
- Send the completed application and all required documents in a **sealed** envelope to the address below on or before **3:30 pm on March 27, 2026**.

The Key Elementary PTA Scholarship Committee will review all applications and select one senior to be awarded the scholarship. No parent or relative of a graduating senior will serve on the selection committee. This will be done in a blind review fashion. All names will remain anonymous to the selection committee until after the recipient(s) have been selected. This is why we ask that your letter of recommendation be on or attached to the form in the packet, and the application is returned in a sealed envelope to be opened by the Key Elementary PTA Scholarship Volunteer.

Please complete the attached application and mail it to the following address:

**Key Elementary School
Attn: Dee Richardson, Key PTA Scholarship Volunteer
3621 Roosevelt Drive
Arlington, TX 76016**

We look forward to hearing from you. Congratulations and the best of luck in all your future endeavors!

Sincerely,

Dee Richardson

Dee Richardson
Key PTA Scholarship Volunteer
Key Elementary School
dritchard3@aisd.net
682-867-5500

2026 Key Elementary PTA Outstanding Alumni Scholarship Application

Due: March 27, 2026 by 3:30 pm

The Key PTA is offering one \$1,000 scholarship to a graduating high school senior who attended at least two full years at Key Elementary School. The scholarship is awarded based on community service, extra-curricular activity, academic achievement, and a written essay. Scholarship recipients must enroll in at least 12 hours of college or vocational classes or be the equivalent of a full-time student within one year to receive scholarship money. Applications and guidelines are available at all high school counselor offices and at the Key Elementary School office. All applications must be submitted in a sealed envelope by the end of the school day at 3:30 pm on March 27, 2026. The scholarship winner will be presented at the Senior Reception following the Key Senior Clap Out on Thursday, May 7, 2026 at 3:00 pm.

Submission Guidelines

- Students must complete the entire application form, typed or completed in black ink.
- Students must submit an official high school transcript (not a copy).
- Students must include a letter of recommendation from a non-related adult. **NOTE: The letter of recommendation must NOT mention the student's name for a blind review.**
- Students must include a one-page typed essay about the student's years of experience at Key Elementary School and how they affected his/her life.
- Students must have attended Key Elementary School for at least two full years (it does not have to be consecutive years)

Scholarship Criteria

Essay - 20%

Applicant must submit a one-page (typed) essay. The subject of the essay must be about the applicant's years of experience at Key Elementary School and how that has affected his/her life. Academic accomplishments will be determined by the applicant's official high school transcript and the responses submitted on the application.

Community Service Activities - 25%

Community involvement will be determined by responses submitted on the application.

Extra-Curricular Activities/Work History - 20%

Extra-curricular activities will be determined by responses submitted on the application.

Recommendation Letter- 10%

The recommendation letter will be evaluated based on a criteria rubric scale.

2026 Key Elementary PTA
Outstanding Alumni Scholarship Application

Name _____
Phone _____
Address _____
City _____ State _____ Zip _____
Parent's / Guardian's Name (s) _____

The information in this scholarship packet is true and correct to the best of my knowledge. I understand that incomplete packets will not be considered. It is understood that if chosen, I have until December 31, 2026, to submit the "Key Elementary Scholarship Award Winner Information" form to the Key PTA Treasurer. I understand that the Key PTA Treasurer will distribute scholarship money to the school of my choice. I will provide the information to the Treasurer.

Applicant's Signature _____
Date _____

Attach Information in this order

- Completed Application - typed or completed in black ink and signed
- One-page typed essay about your years of experience at Key and how they affected your life
- A letter of recommendation (without your name mentioned)
- Official high school transcript

Submission of this scholarship packet qualifies the student for consideration for the Key PTA Outstanding Alumni Scholarship. All information submitted will be considered confidential. Incomplete packets will not be considered. All packets must be received in a sealed envelope in the Key Elementary office.

Deadline for application submission is 3:30 pm on March 27, 2026

2026 Key Elementary PTA Outstanding Alumni Scholarship Application

Name of High School _____
 Rank in class _____ Size of class _____ Grade point average _____
 Aptitude test scores (composite): ACT _____ SAT _____
 Years and grades you attended Key Elementary _____

College Information

What college/vocational institute will you attend? If you are undecided, list colleges/schools that have accepted your application and/or to which you have applied.

What is your major interest in study?

Employment History

Are you currently employed? Circle one: Yes or No

Please add detailed information about your work experience in the chart below.

Place of Employment	Hours per Week	Dates Employed (ie. 5/24-12/25)	Responsibilities or Duties
		-	
		-	
		-	
		-	

List high school and community activities, including positions of leadership and awards received in 9th-12th grades. If additional space is needed, please attach a separate sheet of paper.

- [illegible]

- [illegible]

3. **Extra-curricular Activities** (Ex. choir, band, orchestra, theater, sports, student council, Key Club, FFA, yearbook, etc.)

Activity	Years Involved	Office Held
Ex. Show Choir	Fall 2021 – Spring 2023	President 22-23, VP 21-22

4. What have you learned from participating in school activities and community involvement?

Applicant: Give this page to the person writing your recommendation letter in plenty of time to return it with your application. Scholarship Application is due by 3:30 pm on March 27, 2026.

**2026 Key Elementary PTA
Outstanding Alumni Scholarship Application**

**Key Elementary School
Attn: Dee Richardson, Key PTA Scholarship Volunteer
3621 Roosevelt Drive
Arlington, TX 76016**

Dear Teacher, Counselor, or Adult Community Member,

The Key PTA is providing one \$1,000 scholarship to be awarded to a deserving student who attended Key Elementary School for at least two full years (does not have to be consecutive years). Applicants must be graduating high school seniors who are planning to attend an institute of higher education. The scholarship committee has requested, as part of the application, a letter of recommendation written on the form included in the application packet or a separate paper from an adult who is associated with the applicant, but not a family member. It should not include the student's name, but should describe the applicant anonymously as he/she. All names will remain anonymous to the selection committee until after the recipient has been selected.

The Key PTA Outstanding Alumni Scholarship Committee will review all applications and select 1 senior to be awarded the \$1,000 scholarship. The selection will be evaluated in a blind review fashion. All applicant names will remain anonymous to the committee until the selection has been made. No parent or relative of a graduating senior will serve on the selection committee. Thank you for your assistance in recommending qualified students for the Key PTA Outstanding Alumni Scholarship. **Applications are due by 3:30 pm on March 27, 2026.**

Sincerely,

Dee Richardson

Dee Richardson
Key PTA Scholarship Volunteer
Key Elementary School
drichar3@aisd.net
682-867-5500

Applicant: Give this page to the person writing your recommendation letter, then return the completed letter with your application. Scholarship Application is due by 3:30 pm on March 27, 2026.

Letter of Recommendation

Applicant's Name: _____

Your Name: _____

Relationship to Applicant: _____

Please respond to the following questions to recommend this applicant to receive the Key Elementary PTA Outstanding Alumni Scholarship. Use a separate sheet of paper if desired.

How do you know the applicant, and how would you describe him/her? *Please do not use the student's name in your answer.

Why does the applicant deserve to receive the Key Elementary PTA Outstanding Alumni Scholarship? *Please do not use the student's name in your answer.

Your Signature _____

Date _____