



[www.cphsalumni.org](http://www.cphsalumni.org) | [crownpointalumni@yahoo.com](mailto:crownpointalumni@yahoo.com)

P.O. Box 240, Crown Point, IN 46308

## **The Theodore W. Smith Art Scholarship Application, 2025**

The Theodore W. Smith Art Scholarship was established in 2010 to honor the memory of Ted Smith, Class of 1969, who aspired in the arts in high school and through his lifetime.

The scholarship will be awarded to a gifted artist from the Class of 2025 who will be attending a post-secondary institution and pursuing a career in the art field.

*Application Deadline: March 14, 2025*

### **Application Guidelines**

*Please read all application guidelines carefully and complete all portions fully and legibly.*

**Award: \$1,500.00**

#### **Eligibility and Qualifications:**

- Applicant must be a Crown Point High School senior who will graduate with his or her class in June of 2025 with the intent to study art in the academic year of 2025-2026.
- Applicant must compile a digital portfolio of 10-15 representative works – a **flash drive, Google drive link, etc...** with labeled digital images (.jpg files only). Also, include a complete typed inventory sheet of portfolio with application – size, media, titles, etc.

- Applicants must submit all requested information including application, reference letter, and official transcript, and **flash drive, Google drive link, etc...** portfolio with inventory sheet by the application deadline:

**March 14, 2025.**

- Applicants must verify the accuracy of all information by signing the application.
- The application must be submitted on the form provided in the space provided; the application must be typed and stapled in the upper left corner, not placed in a binder; the final packet including application, reference letter, transcript, and **flash drive, Google drive link, etc...** portfolio with inventory sheet needs to be placed in a large, sealed envelope.
- Applicants must NOT be selected for a FULL scholarship from another source. If an applicant is selected for a FULL scholarship, the applicant must forfeit this scholarship to the committee so that it can be awarded to the next eligible applicant.
- Awardees shall submit their receipts for expenses no later than **December 31, 2025**. All awards will be forfeited that have not been claimed by **December 31, 2025**.

#### **References:**

One letter of reference is required from the student's art teacher – one page, including the applicants list of characteristics. The reference letter should be signed by the art teacher and returned to the applicant in a sealed envelope.

**Application Deadline: March 14, 2025, to the Crown Point High School Guidance Office by the close of school that day.**

**Award Notification and Presentation:** The scholarship recipient will be notified at the Senior Awards ceremony

**May 7, 2025**

**Application Review: Applications** will be evaluated by the Theodore W. Smith Art Scholarship Review Committee; a designated subcommittee of the Crown Point High School Alumni Association.

#### **Final Application Checklist:**

- \_\_\_\_\_ 1. Is the application fully completed, proofread for mechanical errors, and typed?
- \_\_\_\_\_ 2. Does the final packet include a reference letter in a sealed, signed envelope?
- \_\_\_\_\_ 3. Does the final packet include a copy of the applicant's official transcript?
- \_\_\_\_\_ 4. Is the **flash drive, Google drive link, etc...** portfolio clearly labeled with the applicant's name and includes an inventory sheet?
- \_\_\_\_\_ 5. Are the short answer essays written in a standard academic style, as expected for all academic work, and are they typed?
- \_\_\_\_\_ 6. Is the final packet clearly identifiable on the outside with the words: "Theodore W. Smith Art Scholarship Application"?

**Application Deadline: March 14, 2025,**

**The Theodore W. Smith Art Scholarship Application, 2025**

*Note: This application will be number coded for blind review. This cover page will be removed and maintained separately. It is important that information is accurate. All responses must be printed or typed.*

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Middle Name or Initial: \_\_\_\_\_

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

City, State, Zip Code: \_\_\_\_\_

Mobile number: \_\_\_\_\_

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

Name of Parent/Guardian: \_\_\_\_\_

Overall Grade Average in Art Courses: \_\_\_\_\_

Graduation Date: \_\_\_\_\_

**Verification Statement:**

I accept the guidelines of this scholarship application and understand the decision of the Crown Point Alumni Association Board of Directors is final. There is no process for appeal. I understand that if I receive this scholarship and I am awarded a full scholarship from another source that I must notify the Association and forfeit the scholarship so that it can be awarded to the next eligible applicant. I certify that I have personally prepared this application for a submission that the information provided is correct, and that all requested information is attached.

Additionally, I am currently applying to or have been accepted at a post-secondary educational institution for the coming school year.

I plan to attend: \_\_\_\_\_  
(Name and location of Post secondary Educational Institution)

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Answer the following in complete sentences and use as much detail as possible.**

State your goals and purpose in continuing your art education.

[illegible]

List any special recognition you have received for excellence in schoolwork and/or artwork, such as honors, prizes, scholarships, etc.

[illegible]