

**CAROL B. CLARK SCHOLARSHIP**  
**Friends of the South Congaree-Pine Ridge Library**  
**Criteria and Required Documents**  
**2023 Academic Year**



**The Friends of the South Congaree-Pine Ridge Library honor Carol B. Clark the first branch librarian by naming this scholarship in her honor. The Friends are offering two (2) scholarships: one for a senior from Airport High School and one for a senior from White Knoll High School. The funds may be used for post-secondary education expenses. The Friends of the South Congaree-Pine Ridge Library shall review all applications and shall have full authority to grant the scholarship.**

**Who is eligible for the scholarship?**

Any graduating senior from Airport High School, White Knoll High School, home schooled student, or private school student may apply. To be eligible, students in any of the above categories must be a resident of Lexington County and the area served by the South Congaree-Pine Ridge Library.

**What is the scholarship?**

The Friends of the South Congaree-Pine Ridge Library will award two (2) \$250 scholarships. This is a one-time scholarship that can be applied to any post-secondary expense.

**General Rules**

Applicants will be judged on the following:

- a. their character as evidenced by the letters of recommendation
- b. their initiative and leadership as evidenced by their extracurricular activities at school and in the community
- c. the clarity of purpose, thought, and articulation as evidenced in their essay.

**To apply**

The application process opens on January 1, 2023. Deadline for completed applications is April 1, 2023. The scholarship will be award to the winners at the April 2023 meeting of the Friends of the South Congaree-Pine Ridge Library.

**Submission Requirements**

Completed applications can be emailed to [president@scprfriends.org](mailto:president@scprfriends.org), mailed to Friends of the South Congaree-Pine Ridge Library, 200 Sunset Drive West Columbia, SC 29172, or dropped off at the circulation desk of the South Congaree-Pine Ridge Library.

**PLEASE NOTE—ALL SUBMISSIONS MUST CONTAIN TWO COPIES OF EACH OF THE FOLLOWING DOCUMENTS.**

**1. Letters of Recommendation**

Submit two (2) letters of recommendation. Make sure you include two (2) copies of each letter.

- a. Letter one (1) should be from a teacher, a guidance counselor, or a club sponsor with whom you've had an academic relationship.
- b. Letter two (2) should be from a community leader such as a Scout leader, community organization leader or possibly someone with whom you have served an internship.

**2. Official transcript**

Request an official copy of your high school transcript from Parchment.com. DO NOT have Parchment.com send the transcript as it will not be accepted.

**3. Parental or Guardian Letter**

Have your parent or guardian write a letter telling why you deserve this scholarship.

**4. Essay**

Submit an essay of 400-500 words in the following format: Header, Name and date, essay title. Use the following formatting options—Times New Roman font, double-spaced with one-inch margins all around.

**Essay topic—If you could create or design a new program for your local public library, what would that program be?**

In your essay, give the following information.

- How would it be designed?
- What would the program look like?
- What tools, such as technology, would be needed to make the program successful?
- How would you let the public know about the program?
- How would you involve the administration and staff of the library?
- How would you involve your peers so that the program would be successful?
- How would your program impact the patrons of the library and the community?

**5. Submission must include two (2) copies of the following documents.**

- a. Completed application
- b. Letter from teacher, a guidance counselor, or a club sponsor
- c. Letter from community leader such as a Scout leader, community organization leader or possibly someone with whom you have served an internship.
- d. Parental or Guardian Letter
- e. Official Transcript from Parchment.com
- f. Essay
- g. Current References



## Application

**CAROL B. CLARK SCHOLARSHIP**  
**Friends of the South Congaree-Pine Ridge Library**  
**2023 Application**

Please circle your school attendance area.

Airport

White Knoll

School currently attending to include private and home schoolers

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Applicant's name

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Applicant's address

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Phone number \_\_\_\_\_ Email address \_\_\_\_\_

Full name of Parents or Guardians (include both parents)

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Date of Graduation \_\_\_\_\_

Describe your academic plans post high school.

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Please list the awards and merits from your community involvement and high school experience.

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Briefly tell us any other information that would be beneficial for the scholarship committee to know about you.

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List memberships and offices held in a high school or community group. You may attach a resume or extra sheet, if needed.

**School or Community Group**

**Office Held**

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In addition to your letters of recommendation, list two (2) other individuals who can speak to your character, work ethic, and desire for furthering your education. Please give full contact information including, mailing address, phone contact and email address.

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