

**SCHOLARSHIP FOUNDATION
OF
JOHN F. KENNEDY HIGH SCHOOL**

Eva Lutz Memorial Scholarship – One at \$1,000

SECTION I - APPLICANT INFORMATION

1. Applicant will graduate May 2026 from John F. Kennedy High School in La Palma, California, and will have attended the school for at least one year prior to the application deadline.
2. The applicant must meet the following criteria:
 - A. Plans to attend a four-year college or university **full-time** in 2026 - 2027
 - B. Plans to major in Performing Arts or Fine Arts (for example: Dance, Instrumental Music, Vocal or Graphic Arts, etc.)
 - C. Complete the Scholarship Application of the JFK Scholarship Foundation which includes:
 1. Scholarship Application (on-line website)
 2. A personal statement **that includes a short section describing your fine arts goals or performing arts goals** (Mail with application)
 3. Academic transcript. (request from Counseling office)
 4. Two Academic Letters of Recommendation. (request from classroom teachers)
 5. Employer/Volunteer Supervisor Letter(s) of Recommendation
 6. Extra-Curricular Activities Worksheet
 7. Interview (to be scheduled on campus)
3. Only one scholarship from the Foundation per applicant will be awarded.
4. A recognition dinner will be held on April 11th, which you will be expected to attend.
5. The scholarship certificate will be awarded at the Senior Awards Night.
6. The scholarship check will be issued when **proof of registration to a post-secondary institution of higher learning** is received by the Foundation from the award winner, no later than December 31, 2026.

How to apply: Log-in to <https://www.jfkscholarshipfoundation.org>, select the “Scholarships” button and click on Apply, then select which scholarship(s) you want to apply for and follow the directions at the bottom of the page. Send the application and appropriate forms to the Foundation via USPS mail. Be sure to read the information page “**How to Use the Extra-Curricular Activities Worksheet**”. **Mail to:**

Scholarship Foundation of John F. Kennedy High School
P.O. Box 1371 Cypress, CA 90630

Application information is also available in the Counseling Center. Be sure to arrange to have all the supporting materials sent to the Scholarship Foundation by **January 10, 2026**. Verify that all of your supporting materials have been sent - **NO APPLICATION WILL BE CONSIDERED UNTIL ALL SUPPORTING MATERIALS ARE RECEIVED**. Personal interviews with applicants will be conducted during February, and Scholarship awards will be announced shortly thereafter.

SECTION II - CHECKLIST

Follow these instructions carefully. Save this and use it as a checklist as you complete your application.

____ Complete the **SCHOLARSHIP APPLICATION (SECTION III)**. Sign and date on the back page, attach your Personal Statement and Extra-Curricular Activities Worksheet, and mail them to:

Scholarship Foundation of John F. Kennedy High School

P.O. Box 1371 Cypress, CA 90630

____ Write a **PERSONAL STATEMENT (Section IV)** and include it with your application. Develop it with thoughtful care. Use **Times New Roman font size 10** (this is that font & size), **double-spaced**. The length of your statement must be **no more than one page**. The Scholarship Committee places **great emphasis** on Personal Statements as the best vehicle to learn about what is important to each applicant and why, and as an indicator of writing ability (that is, the ability to provide the requested content clearly, expressively, and in proper grammatical/structural form, including accurate spelling and punctuation). **To obtain the maximum points on your Personal Statement the above must be adhered to, and the following five (5) points need to be addressed in your statement:**

- 1) Tell us about your goals and how your post-secondary education will help you achieve them;**
- 2) Explain why the goals in #1 above are important to you;**
- 3) Explain how and why you believe you will achieve these goals;**
- 4) Why did you select your school;**
- 5) DETAILS OF YOUR FINE ARTS GOALS OR PERFORMING ARTS GOALS should be a main topic of your statement.**

(**SUGGESTION:** Use spell-check for reviewing spelling and grammar. Have someone else review your statement. Be sure to provide them these instructions.)

Be sure that your name is on the Personal Statement paper.

____ Submit **two ACADEMIC RECOMMENDATION FORMS (SECTION V)**. These recommendations must be from *classroom teachers*. At least one should be from a current teacher. **Email or print two “Confidential Academic Recommendation”** forms and give them to two different teachers. Have the teachers fill out the form and email it to the Foundation.

____ Submit one or more **EMPLOYER/SUPERVISOR RECOMMENDATION FORMS (SECTION VI)** from a recent employer or supervisor. **Email or print the “Confidential Recommendation from Employer or Volunteer Supervisor”** form and give it to the appropriate person. This is either from a company where you are paid to work, or from an organization where you volunteer your time off campus. If you have not worked, but you have served as a volunteer off campus, have the organization fill out the form and email it to the Foundation.

____ Submit your **ACADEMIC TRANSCRIPT (Section VII)**. Arrange to have the High School send an official copy of your transcript, including Fall 2025 grades, to the Scholarship Foundation. **Use the enclosed “High School Transcript Request”** form. The transcript should include 9th, 10th and 11th years' grades, and those from Fall of 12th grade. Grades should be sent as well for any classes taken at a Community College, or any other post-secondary school attended. Print this form and take to appropriate office for processing.

____ Submit the **EXTRA-CURRICULAR ACTIVITIES WORKSHEET (Section IX)** with your application directly to the Foundation. Be careful when filling this out, so it is easily understood. Follow the guidelines on the sheet titled “How to Use the Extra-Curricular Activities Worksheet”. **Volunteering at school does not count.** (**SUGGESTION:** Have someone else review for clarity what you wrote.) **Be sure that your name is on this form.** Mail this with your application.

The above six items constitute 50% of your determined score. The other 50% is your interview.

____ Prepare for your **INTERVIEW. Each qualified applicant may be interviewed.** The finalists for the scholarships are required to have a personal interview. Interviews are conducted between February 23rd – February 27th. Only qualified students with completed files will be interviewed, and it is your responsibility to check on the status of your supporting materials. **ALL INTERVIEWS MUST BE COMPLETED BY February 27th.**

SECTION III – APPLICATION

Two JFK scholarships can be applied for, but each require a separate application packet. For each application packet, select only one category from the below list and check your choice. Be sure to apply for as many scholarships as possible from other sources.

- | | |
|---|--|
| <input type="checkbox"/> General Scholarship | <input type="checkbox"/> Chris O’Neal Memorial |
| <input type="checkbox"/> John Alvis Memorial | <input type="checkbox"/> Patel Family |
| <input type="checkbox"/> Aragona Family | <input type="checkbox"/> Glenn Taylor Memorial |
| <input type="checkbox"/> La Palma Community Foundation | <input type="checkbox"/> Donald Widen Memorial |
| <input type="checkbox"/> La Palma Intercommunity Hospital | |
| <input type="checkbox"/> La Palma Kiwanis Community College | |
| <input type="checkbox"/> Eva Lutz Memorial | |

DEADLINE FOR APPLICATION – January 10, 2026

- ***Read the “Application Instructions” sheet before starting this form.***
- ***Put your name on each supplemental sheet.***

Name: _____ Parent/Guardian Name: _____
(Last, First, Middle Initial) (Last, First) (Mr. / Mrs. / Ms.)

Address: _____
(Street, City, State, Zip)

Birth Date: _____ Home Telephone: _____ Cell Phone: _____

Email Address of Applicant: _____

When did you start attending John F. Kennedy High School: _____ (mo./yr. entered JFK)

Colleges to which you have applied, in order of preference:

- | | |
|----------|----------|
| 1. _____ | 3. _____ |
| 2. _____ | 4. _____ |

Proposed major: _____

Proposed career: _____

Name: _____

AWARDS/ACADEMIC HONORS

*List honors attained from 9th to 12th grades.
If necessary, attach an additional 8 1/2" x 11" sheet.*

Award/Honor _____ Date _____

Award/Honor _____ Date _____

Award/Honor _____ Date _____

Award/Honor _____ Date _____

Award/Honor _____ Date _____

Award/Honor _____ Date _____

Award/Honor _____ Date _____

Award/Honor _____ Date _____

Award/Honor _____ Date _____

Award/Honor _____ Date _____

Be sure to carefully read and use the "How to Use the Extra-Curricular Activities Worksheet" page when you are filling out the worksheet for paid employment, volunteering and school activities.

RECOMMENDATIONS

List names of Classroom Teachers and Employers who will be submitting your recommendations.

Academic - Teachers (Required): _____

Academic - Teachers (Required): _____

Employer/Volunteer Supervisor (Off-Campus): _____

Applicant's Signature: _____ Date: _____

SECTION IV – CONFIDENTIAL ACADEMIC RECOMMENDATIONS

Page 1 of 2: Academic Recommendation

SCHOLARSHIP FOUNDATION OF JOHN F. KENNEDY HIGH SCHOOL

Eva Lutz Memorial Scholarship

Name of applicant: _____

You have been selected as a reference for the above named applicant.

We would appreciate your cooperation in helping us to evaluate this applicant's qualifications.

During which year did you teach/counsel the applicant? _____

What subject? _____

Or, in what context have you known the applicant? _____

Please place a check mark at the points which represent your evaluation of this applicant in comparison with other college-bound students. If you have no fair basis for judgment, please check the last line per category.

REASONING ABILITY

- Exceptional critical judgment
- Clear thinking
- Average analytic ability
- Poor analytical ability
- No basis for judgment

EMOTIONAL MATURITY

- Mature, poised, confident
- Average maturity
- Immature
- No basis for judgment

CREATIVE ABILITY

- Exceptionally creative and original
- Adapts and uses new ideas readily
- Response to suggestions is average
- No basis for judgment

REACTIONS TO CRITICISM

- Accepts correction
- Resents criticism
- No basis for judgment

WRITING ABILITY

- Excellent writing skills
- Above average writing skills
- Average written expression
- Poor writing ability
- No basis for judgment

DEPENDABILITY AND INTEGRITY

- Absolutely reliable
- Dependable in most cases
- Average dependability
- Questionable dependability
- No basis for judgment

ACCURACY OF WORK

- Exceptionally accurate
- Makes only minor mistakes
- Satisfactory accuracy
- Careless
- No basis for judgment

INITIATIVE AND INDUSTRY

- Self-starter
- Works with little supervision
- Average initiative
- Requires excessive direction
- No basis for judgment

Name of applicant: _____

ACADEMIC ABILITY

- Superior
- Very Good
- Poor
- No basis for judgment

ORAL EXPRESSION

- Superior
- Very Good
- Poor
- No basis for judgment

WORK HABITS

- Superior
- Very Good
- Poor
- No basis for judgment

What has been the applicant's greatest strength?

What has been the applicant's greatest weakness?

Your overall recommendation for this applicant to receive a scholarship (Please check one):

- Very highly recommended
- Highly Recommended
- Recommended
- Recommended with reservation
- Not recommended

ADDITIONAL COMMENTS: (Your comments are important. Please expand on what you know about the applicant and your overall recommendation of this applicant. Feel free to respond on a separate 8 1/2" X 11" sheet.)

YOUR SIGNATURE _____ DATE _____

YOUR NAME (Print) _____

YOUR TITLE / SUBJECT TAUGHT _____ / _____

Please mail this form DIRECTLY to:

**SCHOLARSHIP FOUNDATION OF JOHN F. KENNEDY HIGH SCHOOL
P.O. Box 1371, Cypress, CA 90630**

OR

**Take the completed form (s) to the Counseling Center
Deadline for Submission is January 10, 2026**

PLEASE NOTE: Due to our limited funds, competition is keen for our scholarships. Our Selection Committee pays a great deal of attention to your evaluation of the applicant in order to assess all of the candidates fairly. Please take a moment to complete this form so that the student will have the benefit of your appraisal.

SECTION V – CONFIDENTIAL ACADEMIC RECOMMENDATIONS

Page 1 of 2: Academic Recommendation

SCHOLARSHIP FOUNDATION OF JOHN F. KENNEDY HIGH SCHOOL

Eva Lutz Memorial Scholarship

Name of applicant: _____

*You have been selected as a reference for the above named applicant.
We would appreciate your cooperation in helping us to evaluate this applicant's qualifications.*

During which year did you teach/counsel the applicant? _____

What subject? _____

Or, in what context have you known the applicant? _____

Please place a check mark at the points which represent your evaluation of this applicant in comparison with other college-bound students. If you have no fair basis for judgment, please check the last line per category.

REASONING ABILITY

- Exceptional critical judgment
- Clear thinking
- Average analytic ability
- Poor analytical ability
- No basis for judgment

EMOTIONAL MATURITY

- Mature, poised, confident
- Average maturity
- Immature
- No basis for judgment

CREATIVE ABILITY

- Exceptionally creative and original
- Adapts and uses new ideas readily
- Response to suggestions is average
- No basis for judgment

REACTIONS TO CRITICISM

- Accepts correction
- Resents criticism
- No basis for judgment

WRITING ABILITY

- Excellent writing skills
- Above average writing skills
- Average written expression
- Poor writing ability
- No basis for judgment

DEPENDABILITY AND INTEGRITY

- Absolutely reliable
- Dependable in most cases
- Average dependability
- Questionable dependability
- No basis for judgment

ACCURACY OF WORK

- Exceptionally accurate
- Makes only minor mistakes
- Satisfactory accuracy
- Careless
- No basis for judgment

INITIATIVE AND INDUSTRY

- Self-starter
- Works with little supervision
- Average initiative
- Requires excessive direction
- No basis for judgment

Name of Applicant _____

ACADEMIC ABILITY

- Superior
- Very Good
- Poor
- No basis for judgment

ORAL EXPRESSION

- Superior
- Very Good
- Poor
- No basis for judgment

WORK HABITS

- Superior
- Very Good
- Poor
- No basis for judgment

What has been the applicant's greatest strength?

What has been the applicant's greatest weakness?

Your overall recommendation for this applicant to receive a scholarship (Please check one):

- Very highly recommended
- Highly Recommended
- Recommended
- Recommended with reservation
- Not recommended

ADDITIONAL COMMENTS: (Your comments are important. Please expand on what you know about the applicant and your overall recommendation of this applicant. Feel free to respond on a separate 8 1/2" X 11" sheet.)

YOUR SIGNATURE _____ DATE _____

YOUR NAME (Print) _____

YOUR TITLE / SUBJECT TAUGHT _____ / _____

Please mail this form DIRECTLY to:

SCHOLARSHIP FOUNDATION OF JOHN F. KENNEDY HIGH SCHOOL

P.O. Box 1371, Cypress, CA 90630

OR

Take the completed form (s) to the Counseling Center

Deadline for Submission is January 10, 2026

PLEASE NOTE: Due to our limited funds, competition is keen for our scholarships. Our Selection Committee pays a great deal of attention to your evaluation of the applicant in order to assess all of the candidates fairly. Please take a moment to complete this form so that the student will have the benefit of your appraisal.

SECTION VI – EMPLOYER OR VOLUNTEER RECOMMENDATION

Page 1 of 2: Employer/Volunteer Recommendation

**SCHOLARSHIP FOUNDATION
OF
JOHN F. KENNEDY HIGH SCHOOL**

**Eva Lutz Memorial Scholarship
CONFIDENTIAL RECOMMENDATION
FROM EMPLOYER OR VOLUNTEER SUPERVISOR
(Volunteering at school does not count)**

DEADLINE IS January 10, 2026

Name of Applicant _____

What was/is applicant’s job title? _____

Type of business _____

When was the applicant employed (volunteering) by (for) you?

#Weeks employed summer vacation: Between: Sophomore-Junior _____; Junior-Senior _____

Hours per week: Between: Sophomore-Junior _____; Junior-Senior _____

#Weeks employed school year: Junior _____; Senior _____

Hours per week: Junior _____; Senior _____

What was your relationship to the applicant? (Check all that apply):

Employer Manager Pers. Director Supervisor Other - (explain: _____)

**Please place check marks at the points which represent your evaluation of the applicant.
If you have no fair basis for judgment, please check the last line per category.**

INITIATIVE AND INDUSTRY

- Self-starter
- Works with little supervision
- Average initiative
- Requires excessive direction
- No opportunity to observe

EMOTIONAL MATURITY

- Mature, poised, confident
- Average maturity
- Immature
- No basis for judgment

DEPENDABILITY AND INTEGRITY

- Absolutely reliable
- Dependable in most cases
- Average dependability
- Questionable dependability
- No basis for judgment

REACTIONS TO CRITICISM

- Accepts correction
- Resents criticism
- No basis for judgment

WORK HABITS:

Superior Good Average Below Average

Name of Applicant _____

Name of company or organization: _____

Was this a paid position? YES NO

What are the applicant's job duties? _____

What has been the applicant's greatest strengths? _____

What has been the applicant's greatest weakness? _____

Would you want this person to work/volunteer for you again? YES NO

If you would like to share more information about the applicant, please do so on your letterhead.

SIGNATURE _____ DATE _____

YOUR NAME PRINT (Print) _____

COMPANY NAME _____

ADDRESS _____ PHONE _____

Please mail this form **DIRECTLY** to:

SCHOLARSHIP FOUNDATION OF JOHN F. KENNEDY HIGH SCHOOL

P.O. Box 1371, Cypress, CA 90630

Deadline for submission is January 10, 2026

SECTION VII – TRANSCRIPT REQUEST

**SCHOLARSHIP FOUNDATION
OF
JOHN F. KENNEDY HIGH SCHOOL**

HIGH SCHOOL TRANSCRIPT REQUEST

TO THE APPLICANT: Please complete this form and give it to your high school registrar immediately. Action will not be taken on your application until we have received a transcript of your grades, which must include the Fall 2025 semester. Copy this completed form and send with other forms to the Foundation.

TO THE REGISTRAR: After Fall 2025 grades have been posted, *please hold in the Counseling Center for pick-up.*

Today's date: _____ Present Grade: _____

Student's Name: _____ Birth date: _____

Please list the subjects that you are now taking during the second semester. List correct titles and show the levels (such as, 'Spanish 5', 'Pre-Calculus HP').

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

SECTION VIII – ACTIVITIES WORKSHEET

INSTRUCTIONS:

Follow instructions below:

Use the “EXTRA-CURRICULAR ACTIVITIES WORKSHEET” to list your paid employment jobs, your non-paid off-campus volunteer jobs, and your school activities. Accurate information is important. Use as many pages as needed.

Paid Employment (Junior and Senior years only)

Include summer jobs as well as jobs during the school year. Keep the summer job information separate from the school year jobs when filling in the worksheet. The summer information would be for the time between grades: your Junior summer is between 10th & 11th grades, and your Senior summer is between 11th & 12th grades.

Junior summer maximum number of weeks = 10.8; Senior summer maximum number of weeks = 10.4.
Junior school year maximum number of weeks = 41.2; Senior school year maximum number of weeks = 22.4.

Volunteering (Junior and Senior years only)

Volunteer positions are jobs where you are ***not paid*** for the time spent doing the specified work. **This volunteer work is not related to a school activity or performed on campus**, but rather a situation where you are working within the tri-communities (Buena Park, Cypress, La Palma – there can be exceptions to the list of cities) performing work for a city (i.e., park & rec., police dept., etc.), library, hospital, other healthcare organization, animal shelter, or other non-profit organization (this is not a total list of possible volunteer opportunities). If a club such as KEY Club performs off-campus volunteering, this can be included. The following is the maximum number of weeks per school year you were able to volunteer.

Junior summer maximum number of weeks = 10.8; Senior summer maximum number of weeks = 10.4.
Junior school year maximum number of weeks = 41.2; Senior school year maximum number of weeks = 22.4.

School Activities (Freshman, Sophomore, Junior, Senior)

School activities include after-school sports (football, track, soccer, etc.), the arts (band, choir, visual arts, dance, etc.), ASB, school clubs and organizations such as speech & debate, school newspaper, peer court, cheer, FBLA, NHS, RESET, HOSA, etc. The maximum number of weeks for each school year is:

Freshman Yr = 39.6 weeks; Sophomore Yr = 36.0 weeks; Junior Yr = 35.8 weeks; Senior Yr = 18.8 weeks

+++++

How to Determine the Number of Weeks

Paid Employment Example: You worked 15 hours per week all summer during your Junior year (summer of 2024) =11.2 weeks @ 15 hrs; You worked 5 hours per week for the school year during your Junior school year = 41.6 weeks @ 5 hrs; You worked 20 hours per week all summer during your Senior year (summer of 2025) = 10.8 weeks @ 20 hrs. You would enter each of these numbers separately in an Activity box on the “Extra-Curricular Activities Worksheet” in the proper column, listing the volunteer activity and if it was the summer or school year under the activity.

Volunteering Example: Use the same above procedure to determine the number of weeks for your volunteering.

Activities Example: Freshman year in ASB = 39.6 weeks; Sophomore year in ASB = 36.0 weeks; Junior year in RESET for one semester = 17.9 weeks; Senior year in NHS, choir, FBLA each all year until application turn in = 18.8 weeks for each activity. List each of these activities and the number of weeks in the appropriate space on the worksheet.

SECTION IX - Eva Lutz Memorial Extra-Curricular Activities Worksheet

To determine how to calculate the number of weeks for the below 3 sections, see prior page for instructions.

Name: _____

PAID EMPLOYMENT Identify Summer or School Yr.	Year Employed	# of Hours per Week	# of Weeks Employed	Point Calculation:	Year Employed	# of Hours per Week	# of Weeks Employed
Employer & Job Descrip _____ _____	Jr. Summer			Employer & Job Descrip _____ _____	Jr. Summer		
	Sr. Summer				Sr. Summer		
	Jr. School Yr				Jr. School Yr		
	Sr. School Yr				Sr. School Yr		
Employer & Job Descrip _____ _____	Jr. Summer			Employer & Job Descrip _____ _____	Jr. Summer		
	Sr. Summer				Sr. Summer		
	Jr. School Yr				Jr. School Yr		
	Sr. School Yr				Sr. School Yr		
OFF CAMPUS VOLUNTEERING (On-Campus Does Not Count)	Year Volunteer	# of Hours per Week	# of Weeks as a Volunteer	Point Calculation:	Year Volunteer	# of Hours per Week	# of Weeks as a Volunteer
Organization & Activity _____ _____	Jr. Summer			Organization & Activity _____ _____	Jr. Summer		
	Sr. Summer				Sr. Summer		
	Jr. School Yr				Jr. School Yr		
	Sr. School Yr				Sr. School Yr		
Organization & Activity _____ _____	Jr. Summer			Organization & Activity _____ _____	Jr. Summer		
	Sr. Summer				Sr. Summer		
	Jr. School Yr				Jr. School Yr		
	Sr. School Yr				Sr. School Yr		
Organization & Activity _____ _____	Jr. Summer			Organization & Activity _____ _____	Jr. Summer		
	Sr. Summer				Sr. Summer		
	Jr. School Yr				Jr. School Yr		
	Sr. School Yr				Sr. School Yr		
Organization & Activity _____ _____	Jr. Summer			Organization & Activity _____ _____	Jr. Summer		
	Sr. Summer				Sr. Summer		
	Jr. School Yr				Jr. School Yr		
	Sr. School Yr				Sr. School Yr		
SCHOOL ACTIVITIES	Year Involved	# of Weeks	Position Held	Point Calculation:	Year Involved	# of Weeks	Position Held
Activity _____	Freshman			Activity _____	Freshman		
	Sophomore				Sophomore		
	Junior				Junior		
	Senior				Senior		
Activity _____	Freshman			Activity _____	Freshman		
	Sophomore				Sophomore		

	Junior				Junior		
	Senior				Senior		
Activity _____	Freshman			Activity _____	Freshman		
	Sophomore				Sophomore		
	Junior				Junior		
	Senior				Senior		
Activity _____	Freshman			Activity _____	Freshman		
	Sophomore				Sophomore		
	Junior				Junior		
	Senior				Senior		