



# How to Apply for the Alexandria Lian Reed Academic Excellence Scholarship

## Step 1

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Complete sections A-F of the fillable PDF [Application Package PDF \[193KB\]](#).

## Step 2

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Sign and date application upon completion.

## Step 3

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All applicants must include an **official transcript** of their grades. High school graduates must include all grades from 9th-12th grades. If applicant has transferred schools, transcript(s) from previous school(s) **MUST** be included. The unweighted (4.0 scale) cumulative GPA must be **3.0 or higher**. **NOTE:** *If your school uses a weighted GPA scale, it is the applicant's responsibility to have the weighted GPA converted to a 4.0 unweighted GPA. Packets received with a weighted GPA will not be eligible.*

## Step 4

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All applicants must include a letter of recommendation from the Unit's Senior Aerospace Science Instructor (SASI). The letter must be on official school stationery with an **ORIGINAL** signature.

## Step 5

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The applicants must include a double-spaced, typed one-page personal biography.

## Step 6

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All applicants must include an official Unit Photo (5x7 head and shoulder).

## AIRMEN MEMORIAL FOUNDATION

5211 Auth Road, Suitland, Maryland 20746 | 800-638-0594x288



### Step 7

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All applicants must include a double-spaced, 12-point font, typed 2-page minimum, 3 pages maximum, not including title page (title page only includes name, Directorate and date) Essay on: "Goals and Aspirations."

### Step 8

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If submitting application by mail, include two self-addressed, stamped, blank postcards. One will be sent to the applicant acknowledging receipt of package; the other will be sent notifying the applicant of non-selection. Persons selected for scholarships will be notified by email and will be listed in the AFSA SERGEANTS magazine.

### Step 9

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You must sign **these instructions** and attach it to your application. You can download and sign these INSTRUCTIONS and the required application (see sidebar). AFTER JANUARY 1, Completed application packages with all required documents can be submitted here **online**, or by mail to:

#### **AMF/CMSAF/AFSA Scholarship Program**

5211 Auth Road  
Suitland, Maryland 20746

### Step 10

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The completed application package must reach AFSA Headquarters no later than MARCH 31 for the coming academic year.

### Step 11

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If you have any questions regarding the program or application process, please contact the AMF Assistant Secretary here online, or by phone 800-638-0594, ext. 288

**YES! I have reviewed the instructions and verify that all information is accurate to the best of my knowledge.**

**Signature**

**Date**