

## High School Checklist

***The deadline for submitting an online application for the 2020 Brunswick Sons & Daughters Scholarship Program is March 16, 2020.***

***International applications and transcripts must be in English; otherwise the application will not be accepted.***

### APPLICATION

- ☐ Complete the online application. (Available beginning January 13, 2020 at [www.brunswicksscholarships.com](http://www.brunswicksscholarships.com))

### BRUNSWICK EMPLOYEE VERIFICATION FORM

- ☐ Complete Section A of the form.
- ☐ Have your parent, stepparent or legal guardian submit the "Brunswick Employee Verification Form" to their Human Resource Department for completion of Section B. Human Resources should return the form directly to The Brunswick Sons & Daughters Scholarship Program, PO Box 648, Naperville, IL 60566 or fax to 1-630-428-2695.

### HIGH SCHOOL TRANSCRIPT FORM

- ☐ Complete SECTION A of the form. Your parent, stepparent or legal guardian must also sign if you are under age 18.
- ☐ Submit the "High School Transcript Form" to a school official and request that they complete SECTION B of form and **attach an official, sealed current transcript**. The official(s) must return the form(s) and transcript(s) directly to The Brunswick Sons & Daughters Scholarship Program, PO Box 648, Naperville, IL 60566.
- ☐ **If you are receiving college credits while attending high school, please also submit a transcript from the school where you are earning the college credits. (If you wish, you may use the college transcript form located in the college toolkit on the website.)**
- ☐ **INTERNATIONAL APPLICANTS ONLY:** If you took a university entrance examination (International Baccalaureate, A-levels, Matura or any other examination), a school official must complete Section B of the "High School Transcript Form" and return this form along with your official documents/reports that contain your past three years of grades. Your school must also provide a grading scale. These documents should be sent to The Brunswick Sons & Daughters Scholarship Program, PO Box 648, Naperville, IL 60566.

### HIGH SCHOOL REFERENCE FORM

- ☐ Complete SECTION A of the form.
- ☐ Submit the "High School Reference Form" to a counselor/administrator/faculty member of your school. Ask them to complete SECTION B and return the form directly to The Brunswick Sons & Daughters Scholarship Program, PO Box 648, Naperville, IL 60566 or fax to 1-630-428-2695.

### PUBLICATION RELEASE FORM

- ☐ Read and sign the form. If you are under 18, your parent must also sign the form. Return the form to The Brunswick Sons & Daughters Scholarship Program, PO Box 648, Naperville, IL 60566 or fax to 1-630-428-2695.

**Use only the forms provided; do not submit additional materials. Remember – it is your responsibility to see that all forms are submitted on time. Applicants will be notified by email once the online application is submitted AND all required documents have been received.**