



Southborough
Town
Scholarship
Committee

Lisa Braccio, Chair

Mark Purple, Town Administrator

Katie Barry, Business Administrator

March 27, 2025

Dear Applicant,

Enclosed please find the 2025 application for the **Town of Southborough Scholarship**, the **Carroll Harris Memorial Scholarship** and the **Linda Hubley Memorial Scholarship**. Southborough residents who are high school seniors or in a post-secondary undergraduate program may apply for one or more of these awards.

The Southborough Town Scholarship takes into consideration volunteer and work experiences that benefit the Southborough Community, academics, financial need, extracurricular activities, as well as written expression.

The Carroll Harris Memorial Scholarship uses the same criteria as the Southborough Town Scholarship, and the applicant must have participated in gymnastics, or plan to major in physical education, education or recreation, or have demonstrated active participation in a town recreation program.

The Linda Hubley Memorial Scholarship uses the same criteria as the Southborough Town Scholarship and the applicant should demonstrate a commitment to their community through volunteerism, environmental protection and/or ongoing education in these areas.

It is important for candidates to correctly identify whether they are applying for one or all of these scholarships by checking the appropriate box on page 2 of the application.

When applying for any of the scholarships, please pay attention to the specifics of the question, which ask candidates if they have applied for financial aid and, if so, what their Student Aid Index (SAI) is. If you have applied for aid, please attach a copy of the front page of your Student Aid Report. We only require the front page in order to see the EFC; we do not want the financial details reported on the back. Please be assured that this information will be kept in the strictest confidence. Although financial need is considered, it is not the most important factor in awarding a scholarship.

Please note that applications, along with all transcripts and appraisals, must be returned to the Southborough Town House by **Thursday, May 8th, 2025 by 4:00 P.M.** ***Late or incomplete applications will not be accepted.*** It is the student's responsibility to include each of the requested items in their application package. Applications will be reviewed by the Scholarship Committee and scholarship recipients will be notified by phone and email. Awards will be presented during a Southborough Select Board Meeting.

If you have any questions, please contact Isabelle Murphy at 508-612-8272 or by email at: imurphy@southboroughma.com

Sincerely,
Southborough Scholarship Advisory Committee

Scholarship Application Cover Sheet

Town of Southborough Scholarship
and/or
Carroll Harris Memorial Scholarship
and/or
Linda Hubley Memorial Scholarship

Please Print Clearly

Last Name:	First Name:
Address:	Telephone Number:
Email Address:	Date of Birth:
Signature:	Date:

Office Use Only:

Date received at Town House:
Applicant Number:

Town of Southborough, Carroll Harris Memorial and Linda Hubley Memorial Scholarships

To All Applicants:

In 1987 the Town of Southborough established the Scholarship Fund.

In 1999, the Southborough Youth Gymnastics Association (SYGA) established the Carroll Harris Memorial Scholarship. It is given to a student who participates in gymnastics, or in education, physical education or recreation, or who has demonstrated active participation in a town recreation program.

In 2022 the Linda Hubley Memorial Scholarship was established. It is given to a student who demonstrates a commitment to their community through volunteerism, environmental protection and/or ongoing education in these areas.

The answers to the Extra-Curricular Section should reflect one of these focus areas.

All Southborough residents planning post-secondary undergraduate study, as well as those presently in a post-secondary undergraduate program, are eligible to apply for these scholarships.

In order to be considered for any of these scholarships, applications must arrive
at the Town House by Thursday, May 8th, 2025 by 4:00 P.M.

The following items must be included for high school applicants:

- ☐ Completed application
- ☐ Completed applicant appraisal
- ☐ Official high school transcript (must be provided by applicant)
- ☐ If applying for financial aid, you must attach the front page of the Student Aid Report

The following items must be included for post-secondary applicants:

- ☐ Completed application
- ☐ Completed applicant appraisal (do not use a high school appraisal)
- ☐ Official high school transcript **and** post-secondary transcript
(mandatory if you are a freshman, this may be just one semester)

Please do not detach the cover sheets. Please mail, email or hand deliver to:

Katie Barry
Town of Southborough
Scholarship Committee
Town House
17 Common Street
Southborough, MA 01772
kbarry@southboroughma.com

I am applying for the following scholarship(s). Please check all that apply:

☐ Southborough Town ☐ Carroll Harris Memorial ☐ Linda Hubley Memorial

- The **Southborough Town Scholarship** takes into consideration academics, financial need, extracurricular activities, work and volunteer experiences, as well as written expression.
- The **Carroll Harris Memorial Scholarship** uses the same criteria, but the applicant must have participated in gymnastics, plan to major in physical education, education or recreation, or have demonstrated active participation in a town recreation program.
- The **Linda Hubley Memorial Scholarship** uses the same criteria, and the applicant demonstrates a commitment to their community through volunteerism, environmental protection and/or ongoing education in these areas.

These questions are to be completed by the applicant. Please type or print your answers legibly. For an application to be considered complete, the following items must be received **at Town Hall before the deadline date of Thursday, May 8th, 2025 at 4:00 P.M.**

General Information

High School: _____ Graduation Date: _____

Are you attending a post-secondary school? ☐ Yes ☐ No Year of Study: _____

Name of post-secondary school: _____

Have you applied to post-secondary school? ☐ Yes ☐ No

☐ Four-year College/University ☐ Vocational Technical ☐ Community College ☐ Other

List post-secondary schools you have sent applications to:

School Name	Location

Enrollment Status: ☐ Full-time ☐ Part-time ☐ Uncertain

Comments on Choice:

Anticipated Date of Graduation _____

Anticipated major field of study _____

Extra-Curricular:

Describe your paid work experience during the past four years.

Position	From (month/year)	To (month/year)	Brief Description	Hours/Week	Weeks/Year

List all school activities during the past four years (e.g.: student government, music, sports, newspaper). Include, as well, any non-school sports.

Activity	Brief Description	Years of Participation	Hours/Week	Weeks/Year

List all out of school or town volunteer activities during the past four years (e.g.: community service, religious, scouting, coaching).

Activity	Brief Description	Years of Participation	Hours/week	Weeks/Year

Personal Information and Statements

Have you applied for Federal Student Aid? ☐ Yes ☐ No

If yes, what is your Student Aid Index (SAI) as indicated on your Student Aid Report? _____

Please attach a copy of the front page only of the Student Aid Report. We do not require the financial details on the back side. Your SAI will be kept confidential.

Since you applied for Federal Student Aid, have any circumstances changed for you or your family that affect your SAI number? If yes, please clarify below. If you didn't apply for Federal Student Aid and there are financial circumstances you want considered, please clarify below.

Personal Essay (required)

Discuss your future plans and dreams as they relate to your educational objectives (use the space below and provide a minimum of 500 words).

Write here

Applicant Appraisal

This appraisal is to be filled out by a high school or college counselor, advisor, teacher or other professional, a member of the clergy, or a work supervisor.

To the Appraiser:

You have been asked to provide information in support of this student's application for a Southborough Town Scholarship, Carroll Harris Memorial Scholarship, and/or Linda Hubley Memorial Scholarship.. This appraisal is an integral part of the process and deserves serious reflection. Please **do not mention the student's name in any of your comments.** Upon completion, please return this appraisal separately, or attach it to the completed application, and mail, email or hand deliver to:

Katie Barry
Town of Southborough Scholarship Committee
Town House
17 Common Street,
Southborough, MA 01772
kbarry@southboroughma.com

Appraisal must arrive at the Town House no later than **4:00 P.M. Thursday, May 8th, 2025**

Appraiser's Name	_____	Title	_____
	<i>Print</i>		
Appraiser's Signature	_____	Date	_____
Telephone	_____		
Address	_____	Town	_____ State _____
Applicant's Name	_____		

Applicant #
(Office use only)

Applicant Appraisal, continued

1. The applicant's achievements reflect his/her ability:

☐ Extremely well

☐ Very well

☐ Moderately well

☐ Not well

2. The applicant's ability to set realistic and attainable goals is:

☐ Excellent

☐ Good

☐ Fair

☐ Poor

3. The quality of the applicant's commitment to school is:

☐ Excellent

☐ Good

☐ Fair

☐ Poor

4. The quality of the applicant's commitment to his/her community is:

☐ Excellent

☐ Good

☐ Fair

☐ Poor

5. I know the applicant:

☐ Extremely well

☐ Very well

☐ Moderately well

☐ Not well

6. What, in your opinion, are the candidate's greatest strengths and assets:

7. What, if any, are the candidate's weaknesses?

8. Additional comments are encouraged: (please use additional page, if necessary)

Applicant Appraisal, continued

9. Considering all of the above factors, please rate the candidate:

	Excellent	Good	Average	Below Average
Academics				
Character				