



**2019 General Information and Procedures  
FOR PRINCIPALS AND COUNSELORS**

**School Eligibility Requirements and Scholarship Awards**

All WASC accredited public high schools and independent schools accredited by both WASC and HAIS are invited to nominate one high school senior for a Mamoru and Aiko Takitani Foundation scholarship award. Students nominated by eligible schools with at least 100 students currently enrolled in grade 9-12 will qualify for a \$2,000 scholarship award. All \$2,000 scholarship winners are eligible for additional scholarships of up to \$10,000.

Accredited schools with less than 100 students enrolled in grades 9-12 may also nominate a student with the understanding that their candidate will be grouped together with students from schools of similar enrollment size, and considered for one of two \$2,000 scholarships.

At this time, only schools with a physical campus and daily face-to-face interactions between faculty and students are eligible to nominate a scholarship candidate.

**Student Eligibility Requirements**

All students must meet the following requirements:

1. Be a high school senior at an accredited public, private, or parochial high school in Hawaii.
2. Possess a strong record of scholastic achievement and potential (GPA, SAT/ACT scores).
3. Be an active participant in co-curricular, extra-curricular activities.
4. Actively participate in community service endeavors over an extended time.
5. Endeavor to be a candidate for undergraduate acceptance into an accredited/licensed business school, technical school, community college, or four-year college (there are no restrictions on the location of the school or field of study).
6. Not be related to any Board Director of the Takitani Foundation, or any Director or Executive of Hawaiian Host.
7. Demonstrate the need for financial assistance.

### **Student Scholarship Recipient Requirements:**

1. Satisfactory graduation from their respective high school.
2. Attendance at an accredited college, university or vocational school beginning in the Fall of 2019.

### **Takitani Scholarship Award information**

The Takitani Scholarship Committee will award all applicants chosen by their schools on or before **February 8, 2019** with a scholarship of \$2,000, and select finalists for an additional \$3,000 award. (Total award amount of \$5,000). The Scholarship Committee will then award 3 of its finalists with its highest scholarship awards:

\$8,000 (Total award)	The Karen Uno Distinguished Student Award
\$10,000 (Total award)	The Mamoru Takitani Outstanding Student Award
\$10,000 (Total award)	The Aiko Takitani Outstanding Student Award

### **Procedures for school officials**

1. Publicize information about the Takitani Scholarship Program to seniors from November through January in school bulletins, newsletters, announcements, flyers or by other means.
2. Register your school at [www.takitanifoundation.org](http://www.takitanifoundation.org) to be eligible to participate in the Takitani Scholarship Program. *Schools that do not register will not be able to apply.*
3. Inform students that they must register at [www.takitanifoundation.org](http://www.takitanifoundation.org) to be eligible to apply. Students who do not have internet access may request permission to submit their application in hard copy by submitting a letter to the Takitani Foundation at P.O. Box 10687, Honolulu, Hawaii, 96816.
4. Receive hardcopy applications from students on or before the **February 1, 2019** deadline.
5. Convene a selection committee of no less than three (3) members by **Monday, February 4, 2019** (recommended deadline). The committee may include teachers, counselors, school administrators, and community representatives. Selection committee members may not be related to any Takitani scholarship applicant or any member of the Takitani Foundation, nor may they be employees of, or hold an executive position or directorship at Hawaiian Host, Inc. or the Takitani Foundation.
6. Suggested guidelines for selecting a Takitani Student Scholar are attached to this document on page 4. Schools may use these guidelines, revise them to reflect their own priorities, or develop different scoring criteria.
7. Counselors must go online at [www.takitanifoundation.org](http://www.takitanifoundation.org) on or before **February 8, 2019** to submit the name of the student they have selected as the Takitani Student Scholar representing their school. *No applicants will be accepted for consideration after this deadline.*

## 2019 Scholarship Calendar

November 23, 2018, Friday

Scholarship information is available online at [www.takitanifoundation.org](http://www.takitanifoundation.org).

**February 1, 2019, Friday**

**Deadline for students** to submit a hard copy of completed applications to their Senior Advisors/College Counselors.

February 4, 2019, Friday

Schools convene scholarship selection committees.

**February 8, 2019, Friday**

**Deadline for schools** to select their Takitani Student Scholar, and go online to designate and verify their student selection.

April 2019

All \$2,000 scholarship winners notified.

May 2019

Scholarship finalists and top scholarship winners announced.

**June 3, 2019, Monday**

**Deadline for student scholars** to submit college information online to the Takitani.

July 2019

Scholarship checks mailed to respective schools.

## Student applications

Students must submit their completed application to you by **February 1, 2019** for review by your selection committee. This application will contain the following information:

- Completed **Takitani Scholarship Application**.
- Two **letters of recommendation** in sealed envelopes.
- First page of the **Free Application for Federal Student Aid (FAFSA) Student Acknowledgement Report (SAR)**, with the Estimated Family Contribution (EFC).
- The first page of the **Federal Income Tax Return (Form 1040)** for 2017 or 2018 for the student's parents or guardian. Please black out all social security numbers.
- Official **SAT or ACT** score report(s).
- Official **school transcript**.

Once you have selected your school's Takitani Scholar, you must go online at [www.takitanifoundation.org](http://www.takitanifoundation.org) to enter your student's name and upload scanned copies of their two letters of recommendation before **Friday, February 8, 2019**. Please observe this deadline.

Direct all inquiries to the Takitani Foundation through email at [info@takitanifoundation.org](mailto:info@takitanifoundation.org), or by telephone or text at (808)228-0209.

We share a deep and abiding interest in the education of our students, and appreciate your participation in the Takitani Scholarship Program.

Thank you,  
The Scholarship Committee  
MAMORU AND AIKO TAKITANI FOUNDATION, INC.



HIGH SCHOOL SCHOLARSHIP SELECTION COMMITTEE
2019 Student Scoring Sheet

This scoring sheet is provided only as a suggested guide for high school scholarship selection committees in their work to identify their Takitani Student Scholar. Please feel free to adapt or add criteria specific to your school and student population.

Student applicant: \_\_\_\_\_

Reviewer: \_\_\_\_\_

Circle the points that apply to this applicant

Table with 7 columns: Subject (Value/weight), 0 None/Weak, 1 Below Average, 2 Average, 3 Strong, 4 Excellent, 5 Outstanding. Rows include Academic Achievement, Extra-curricular Participation, Citizenship, Essay, and Financial Need/ Special Considerations.

Total points circled for this applicant: \_\_\_\_\_/500 maximum

5-point scale

- 0 – None/Weak: No response.
1 – Below Average: Incomplete or inadequate qualifications.
2 – Average: Satisfactory qualifications.
3 – Strong: Very strong qualifications, but the review may have reservations.
4 – Excellent: Extremely strong, but not exceptional qualifications.
5 – Outstanding: Superior or exceptional qualifications in this category.