



MAMORU AND AIKO TAKITANI FOUNDATION, INC.

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2020 GENERAL INFORMATION AND PROCEDURES FOR PRINCIPALS AND COUNSELORS

School Eligibility Requirements

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. 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.

Award Information

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

\$8,000 (Total award amount)
\$10,000 (Total award amount)
\$10,000 (Total award amount)

The Karen Uno Distinguished Student Award
The Mamoru Takitani Outstanding Student Award
The Aiko Takitani Outstanding Student Award

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 the State of Hawaii.
2. Possess a strong record of scholastic achievement and potential (GPA, SAT/ACT scores).
3. Be an active participant in school co-curricular, extra-curricular activities.
4. Actively participate in community service endeavors over an extended period of 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 a relative of any Director of the Takitani Foundation Board, or of 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 schools.
2. Attend an accredited college, university or vocational school beginning in the Fall of 2020.

Procedures for Students

Students must submit their completed application to you by **February 3, 2020** for review by your selection committee. This application will contain the following information:

- Completed **Takitani Scholarship Application**.
- Two **letters of recommendation**. One letter from a teacher or counselor at your school and one from a community member **not** associated with your school. The two letters of recommendation will be submitted directly to your office in sealed envelopes. It is the student's responsibility to ensure that the recommendation forms have been submitted to complete their application.
- 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 2018 or 2019 for the student's parents or guardian. Please black out all social security numbers.
- Official **SAT or ACT** score report(s).
- Copy **school transcript**.

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 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 to be eligible to apply. Students who do not have internet access may request permission to submit their application in hard copy by writing a letter to the Takitani Foundation at P.O. Box 10687, Honolulu, Hawaii, 96816.
4. On or before **February 3, 2020** students must submit a printed copy of their application to their counselor to be considered for a Takitani Scholarship.
5. Schools must convene a selection committee of no less than three (3) committee members by **Monday, February 4, 2020** (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. These guidelines are just a suggestion, and the selection committee is free to determine their own criteria.
7. Once you have selected your school's Takitani Scholar, you must go online at www.takitanifoundation.org to enter your student's name and upload scanned copies of their two letters of recommendation before **Monday, February 10, 2020**. *No applicants will be accepted for consideration after this deadline.*

2020 Scholarship Calendar

November 22, 2019, Friday

Scholarship information is available online at www.takitanifoundation.org.

February 3, 2020, Monday

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

February 4, 2020, Tuesday

Schools convene scholarship selection committees.

February 10, 2020, Monday

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

April 2020

All \$2,000 scholarship winners notified.

May 2020

Scholarship finalists and top scholarship winners announced.

June 1, 2020, Monday

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

July 2020

Scholarship checks mailed to respective schools.

Please direct all inquiries to the Takitani Foundation through email at info@takitanifoundation.org.

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
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.