



MAMORU AND AIKO TAKITANI FOUNDATION, INC.

P.O. Box 10687 • Honolulu, Hawaii 96816-0687 • (808) 228-0209 • info@takitanifoundation.org

2020 GENERAL INFORMATION AND PROCEDURES FOR STUDENTS

The Mamoru and Aiko Takitani Foundation, Inc. (Takitani Foundation) recognizes outstanding students who exemplify the qualities of hard work, high academic achievement, commitment to excellence, and dedication to our community. All high schools accredited by both WASC and HAIS are invited to nominate one high school senior for a Takitani Scholarship award in 2020.

An outstanding graduating senior will be selected by each qualifying high school to receive a \$2,000 Takitani Scholarship. From this group, finalists from each school district, the Hawaii Catholic Schools, and the Hawaii Association of Independent Schools will be selected to receive an additional \$3,000 scholarship. Three outstanding scholars will be selected from among the finalists for the following scholarships:

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

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 their 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.

Student online application procedure

1. **Register online** at www.takitanifoundation.org to create an online account to submit your application. Register early to avoid delays in meeting the February 3, 2020 deadline. If you do not have internet access, you may request permission to submit your application in hard copy by writing a letter to the Takitani Foundation at P.O. Box 10687, Honolulu, Hawaii, 96816, or emailing a request to info@takitanifoundation.org.
2. You are required to secure **two recommendation letters** to be directly submitted to your counselors in a sealed envelope. One letter must come from a school teacher, counselor, or administrator, and submitted in a sealed envelope with the School Faculty Recommendation Form. One letter must come from a member of the community **not** associated with your school, and submitted in a sealed envelope with the Community Member Recommendation Form. Both of these forms must be completed by the recommender. They are attached and available for download in the online application form. Please do this as soon as possible so that your recommendations are completed before February 3, 2020.
3. Complete your application online, and **upload the following documents**:
 - First page of the **Free Application for Federal Student Aid (FAFSA) Student Acknowledgement Report (SAR)**, with the Estimated Family Contribution (EFC). If the SAR is not available, submit the page of the FAFSA that indicates the EFC.
 - The first page of the **Federal Income Tax Return Form 1040** for 2018 or 2019 for your parent(s)/guardian. Please black out all social security numbers. If your parent(s)/guardian did not file taxes, upload an IRS Verification of Non-Filing Letter, or email the Takitani Foundation for a Statement of Non-Filing Taxes.
 - Official **SAT or ACT** score report(s).
 - Copy of **school transcript**.
4. Once you have completed your online application, you must print the application and **submit it in hardcopy to your school counselor by February 3, 2020**.

Inquiries may be directed to the Foundation through email at info@takitanifoundation.org.



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SCHOOL FACULTY RECOMMENDATION FORM

Any individual related to the candidate may not submit a recommendation.

Please print or type your responses below and attach this form to your recommendation.

Recommendation for _____ School _____
(Applicant's Name) (school applicant attends)

Name of Recommender _____

Telephone _____ Email _____

Relationship to Applicant _____
(teacher, counselor, advisor, etc.)

Length of time you have known and worked with this applicant _____ (months, years)

The above-named student is an applicant for the Mamoru and Aiko Takitani Foundation Scholarship Award. Using the guidelines below, please attach your recommendation to this cover sheet and submit it in a sealed envelope **directly to the senior advisor/college counselor of this applicant's school by Monday, February 3, 2020**. Please do **not** send any recommendations directly to the Foundation. All comments will be considered strictly confidential.

On a separate sheet of paper, please address the following (please type or print responses):

1. To the best of your ability, please describe this applicant's intellectual promise, motivation, maturity, initiative, leadership potential, capacity for growth, concern for others, respect accorded by members of your school, and ability to become a valuable, contributing member of society. Your recommendation should include specific details and examples and describe the depth and scope of your interaction with this applicant.
2. Please describe any special circumstances in this applicant's background, financial or otherwise, that you feel would be helpful to the scholarship committee in differentiating this applicant from others.

We read and re-read each recommendation and appreciate your thoughtful, timely comments on behalf of this candidate.

Thank you,
The Scholarship Committee

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COMMUNITY MEMBER RECOMMENDATION FORM

Recommender may not be a faculty or staff member of the high school this applicant attends.

Any individual related to the candidate may not submit a recommendation.

Please print or type your responses below and attach this form to your recommendation.

Recommendation for _____ School _____
(Applicant's Name) (school applicant attends)

Name of Recommender _____

Organization _____

Telephone _____ Email _____

Length of time you have worked with this applicant _____ (months, years)

The above-named student is an applicant for the Mamoru and Aiko Takitani Foundation Scholarship Award. Using the guidelines below, please attach your recommendation to this cover sheet and submit it in a sealed envelope **directly to the senior advisor/college counselor of this applicant's school by Monday, February 3, 2020**. Please do **not** send any recommendations directly to the Foundation. All comments will be considered strictly confidential.

On a separate sheet of paper, please address the following (please type or print responses):

1. Your knowledge of the applicant and his/her work with you and your organization.
2. To the best of your ability, please describe this applicant's intellectual promise, motivation, maturity, initiative, leadership potential, capacity for growth, concern for others, respect accorded by members of your organization, and ability to become a valuable, contributing member of society. Your recommendation should include specific details and examples and describe the depth and scope of your interaction with this applicant.
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