

Marine Corps Intelligence Educational Foundation



The John J. Guenther Merit Scholarship Application and Instructions

A Subsidiary of

**The Marine Corps Intelligence
Association, Inc.**



**PO Box 1028
Quantico, VA 22134-1028**



Marine Corps Intelligence Association, Inc.
Marine Corps Intelligence Educational Foundation, Inc.

Dear MCIA/MCIEF Scholarship Applicant,

Thank you for your interest in the *John J. Guenther Merit Scholarship*. Herein is your application form.

This program is offered to help further the educational and career development of eligible members of the Marine Corps Intelligence Association and their families.

Based upon availability, a minimum of one scholarship will be awarded per year. The amount and number of the scholarships will be determined by the amount of donated money that is available each year. Scholarship funds are intended for the cost of tuition and fees for classes only. Room and Board will not be funded.

Scholarship applications will only be accepted from current dues paying members of the Marine Corps Intelligence Association. Applications received after the **July 31st** deadline will not be considered and will be returned to the applicant unopened. All information provided on your scholarship application will be treated with the utmost confidentiality.

Please read the entire packet before completing the application form. Incomplete applications will be withdrawn from consideration.

We want to greatly thank you for your interest, and to all members of MCIA who support the MCIA Scholarship Program through their generous donations. Each year MCIA receives applications from so many exceptional students. Unfortunately we can only select a very limited number to receive the scholarship. We wish each and every applicant a most prosperous future.

As the Association continues to grow, and as our membership continues to become aware and appreciate the efforts of the MCIA Scholarship Program, we hope we will be able to expand our endeavors and award more scholarships to such deserving young citizens as we have within the families of our constituency.

It is the Association's hope that our membership will commit together to make a concerted effort to help our young citizens achieve their educational goals and aspire to leadership in our great Nation.

Best wishes to all our young students.

THE MCIA SCHOLARSHIP COMMITTEE



LtCol John J. Guenther USMC (Ret)

John Guenther enlisted in the Marine Corps in January 1948 and retired in February 1994 having served in Marine Corps intelligence billets for over 45 years and in 19 different enlisted, commissioned and civilian ranks. When he retired in 1994, he had been serving as the Deputy Assistant Chief of Staff for Intelligence at Headquarters, U. S. Marine Corps.



In September 1950, Corporal Guenther landed at Inchon with the Seventh Marines; in November and December, Sergeant Guenther was with the regimental S-2 Section in the Chosin Reservoir battle. While assigned to a Naval Security Group activity in Morocco in 1961 performing Signals Intelligence duties, MSgt Guenther was selected as an Intelligence Limited Duty Officer (MOS:0202). First Lieutenant Guenther was the Assistant G-2, Ground Defense Force, Guantanamo, during the 1962 Cuban Missile Crisis and went aboard the DLG-12 as a Russian voice translator conveying messages to the Soviet ships taking missiles back to the Soviet Union. Captain Guenther's first Vietnam tour was as the CI/Security Officer for the Maritime Operations Branch of MACSOG; his second tour as a major was as Staff CI Officer for III MAF with responsibilities for CI activities in the five northern provinces; Lieutenant Colonel Guenther served in East Germany as the Naval Representative and Joint Operations Officer with the U. S. Military Liaison Mission to Group of Soviet Forces Germany from January 1974 to July 1977. He returned to HQMC for his final year of active duty where he was the first Branch Head of the National Intelligence Activities Branch (INTX) responsible for new satellite programs and Marine Corps participation in the National Foreign Intelligence Community.

As a Staff Sergeant, he was an honor graduate of the Army Counterintelligence Corps Agent course in 1952; as a Master Sergeant he took the honors in his Russian Language Course at the Naval Intelligence School in 1960. He later served as the Marine Corps representative/faculty member at the Defense Intelligence School/College, where he later attended the Defense Attaché Course in preparation for the East Germany assignment. While assigned to the Defense Intelligence College, Mr. Guenther originated the first Bibliography of Intelligence reflecting his intense interest in the history and literature of intelligence. Mr. Guenther holds a BS degree from George Washington University.

Lieutenant Colonel Guenther's military awards include the Legion of Merit, Bronze Star with Combat V, two Joint Service Commendation Medals, the Navy Presidential Unit Citation and numerous other service and campaign ribbons, including the prized enlisted Good Conduct Medal with three stars.

His civilian awards include the rank of Meritorious Executive in the Senior Executive Service issued by President Bush, the National Intelligence Distinguished Service Medal granted by the Director of Central Intelligence and the Department of the Navy Superior Civilian Service Award issued by the Secretary of the Navy.

On 19 July 1996 at the tenth anniversary of the Navy Marine Corps Intelligence Training Center in Dam Neck, Virginia, the Marine Corps wing of the new training building was dedicated as Guenther Hall in recognition of Lieutenant Colonel Guenther's life time contributions to Marine Corps intelligence.

Since retirement, Mr. Guenther has maintained an active role in Marine Corps intelligence association matters and was the first chairman of the Marine Corps Tri-Association Intelligence Committee. He remains active in other intelligence associations including the Association of Former Intelligence Officers and the Naval Intelligence Professionals.

Mr. Guenther's main focus is now on researching the history of Marine Corps intelligence, which he considers to have been a neglected topic by Marine Corps historians. This history effort has received the strong support of the Director of Intelligence and the President of the Marine Corps University.

Mr. Guenther currently resides in Arlington, Virginia, with Gerrie, his wife of over 50 years.

MARINE CORPS INTELLIGENCE EDUCATIONAL FOUNDATION, INC.

John J. Guenther Merit Scholarship Program

APPLICATION PACKAGE CHECK LIST

NAME _____

ADDRESS _____

Telephone _____ Email _____

Failure to submit a complete package will result in the application being set aside and not considered for the *John J. Guenther Merit Scholarship*.

I have attached all of the following materials to this page. I understand that all of these required materials and documents must be submitted with this application:

- Completed MCIEF Merit Scholarship Application in full
- Photograph accompanying the Merit Scholarship Application
- Proof of acceptance and enrollment at an accredited four year college or university within the United States
- High School or university academic transcript(s) including cumulative GPA; SAT's and/or ACT scores; copies of special academic awards
- Written or typed essay (300 word maximum; no less than 200 words)
- Completion of Applicant's Interview Questionnaire
- Faculty appraisal and recommendation letter in sealed envelope
- Signed certification of sponsor's MCIA membership in good standing
- Applicant's signed consent and release

SIGNATURE _____ DATE MAILED _____

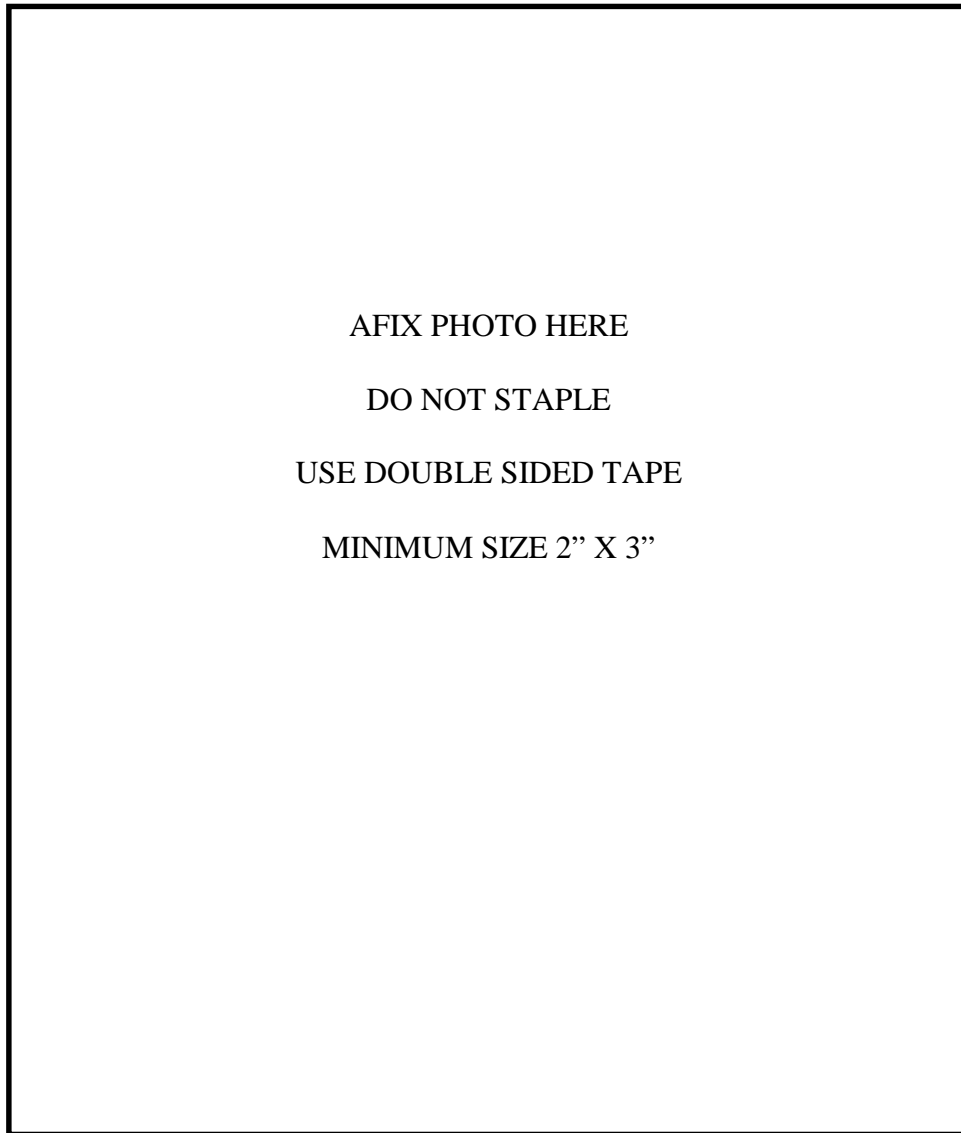
**ATTACH ONLY THE ABOVE REQUIRED MATERIAL TO THIS SHEET AND MAIL PRIOR TO
THE DEADLINE OF 31 JULY ANNUALLY**

**MARINE CORPS INTELLIGENCE
EDUCATIONAL FOUNDATION, INC.**

John J. Guenther Merit Scholarship Program

APPLICANT PHOTO

NAME _____



SIGNATURE _____ DATE OF PHOTO _____



MARINE CORPS INTELLIGENCE EDUCATIONAL FOUNDATION, INC.

John J. Guenther Merit Scholarship Program

ADMIN USE ONLY

Dt of Postmark: _____
 Dt of Receipt: _____
 Dt of Review: _____
 Dt App Notified: _____
 Dt School Notified: _____

APPLICATION

Please type all required information

NAME (Last, First, Middle)		Social Security Number	Date of Birth
MAILING ADDRESS		CITY	STATE ZIP + 4
TELEPHONE: ()	STATUS : STUDENT: <input type="checkbox"/> H.S. <input type="checkbox"/> JR. COLLEGE <input type="checkbox"/> COMMUNITY COLLEGE <input type="checkbox"/> UNIVERSITY USMC: <input type="checkbox"/> ACTIVE* <input type="checkbox"/> RESERVE* <input type="checkbox"/> VETERAN <small>*Provide unit address on the back of this sheet.</small>		
CURRENT HIGH SCHOOL Name: _____ Address: _____ Telephone: _____ Contact Person: _____ Dates Attended: From _____ To _____ Grad Year _____		CURRENT COLLEGE Name: _____ Address: _____ Telephone: _____ Contact Person _____ Dates Attended: From: _____ To _____	

ACADEMIC PROFILE

HIGH SCHOOL CUMULATIVE GPA _____ (Attach documentation)	NATIONAL HONOR SOCIETY: From _____ To _____
COLLEGE CUMULATIVE GPA _____ (Attach documentation)	OTHER ACADEMIC AWARDS: (See Page 2 of this application.) _____
SAT SCORES: SAT I-V _____ SAT I-M _____ (Attach documentation)	_____
ACT CUMULATIVE SCORE _____ (Attach documentation)	_____

COLLEGE YOU WILL ATTEND IN THE FALL SEMESTER
 _____ (Attach letter of acceptance or enrollment)

Address: _____

Telephone: _____ Point of Contact: _____

Academic Year: Freshman Sophomore Junior Senior Date Classes Begin: _____ Semester Hours: _____

INTENDED COURSE OF STUDY/MAJOR: _____

PRIOR SCHOOLS ATTENDED

NAME	ADDRESS	DATES ATTENDED	GPA

GENERAL INFORMATION

1. Proof of matriculation and enrollment at an accredited four-year college or university must be attached.
2. High School seniors must include a complete transcript of grades, SAT and/or ACT scores.
3. College students must include a complete transcript of grades from prior years/semesters and proof of acceptance in the coming year.
4. Provide proof of National Honor Society participation as appropriate, indicating the inclusive years.
5. Attach a recent photo that may be used for publication in the MCIA journal *INTSUM magazine* and the MCIA Annual Report.

**APPLICANT'S
QUESTIONNAIRE**

It is not possible for this Scholarship Committee to conduct personal interviews; thus, this questionnaire is intended to act as such, to provide some additional insight into your personality, your character, and who you are as an individual. Please answer the following questions with a sentence or two maximum. This is your interview:

Why have you chosen your university?

Why have you chosen your major?

What type of career would you like to pursue?

If you could make one great contribution to society, what would that be?

What is the value of community service?

What do you regard as the most challenging event in your life?

Who has influenced you the most in your life?

Who do you consider to be a "great leader" and why?

What is your best quality?

NAME _____

**APPLICANT'S
ESSAY**

The purpose of the essay is to convey a sense of the unique character of the applicant. It should also demonstrate the applicants writing skills and ability to organize thoughts coherently. Needless to say, a strong essay will usually result in a strong application.

Write or type an essay of 300 words maximum incorporating the three following events/ideas/question. Limit your essay to this sheet.

1. *Creative people state that taking risks often promotes important discoveries in their lives or their work. Discuss a risk that has led to a significant change (positive or negative) in your personal or intellectual life.*
2. *Describe the most challenging obstacle you have had to overcome; discuss its impact, and tell what you have learned from the experience.*
3. *Where do you envision yourself in 10 years?*

NAME _____

**FORMER
APPLICANT'S
ESSAY**

Any eligible person who has previously applied for the MCIEF Merit Scholarship Program is encouraged to reapply regardless of having received an award or not. All applications will be considered.

Former applicants should write or type an essay of 300 words maximum focusing on the following. Limit your essay to this sheet.

Describe an event from your experiences during the past college academic year, i.e. socially, mentally or spiritually, that has given better insight into yourself as a person.

How has this influenced you?

NAME _____

FACULTY APPRAISAL

TO BE COMPLETED BY A HIGH SCHOOL OR COLLEGE FACULTY ADVISOR OR INSTRUCTOR WHO CAN ATTEST TO THE APPLICANT'S ACADEMIC ABILITIES AND PERSONAL CHARACTER.

PLEASE PROVIDE THE FACULTY MEMBER AN ENVELOPE WITH YOUR NAME ON IT IN WHICH TO SEAL THIS APPRAISAL PRIOR TO RETURNING IT TO YOU FOR ENCLOSURE WITH YOUR APPLICATION FOR SCHOLARSHIP.

THIS APPRAISAL IS CONFIDENTIAL AND SHALL ONLY BE OPENED BY THE MCIA SCHOLARSHIP COMMITTEE.

STUDENT NAME _____

Dear Faculty Member,

Thank you for your interest in providing information in support of this student's application for scholarship. The Marine Corps Intelligence Education Foundation Scholarship Committee finds these candid evaluations helpful in choosing worthy candidates for scholarship from among the many highly qualified students who apply. We are primarily interested in whatever you think is important about this applicant's academic and personal qualifications for college. You are encouraged to keep the original of this evaluation in your private files and to provide us with a photocopy sealed in the envelope provided. The student is to include this appraisal with the application when submitted. Your prompt attention is greatly appreciated.

You may discuss this appraisal with the student at your discretion. This appraisal shall remain sealed in the files of the MCIEF Scholarship Committee for a period not to exceed five years.

Faculty Member's Name *(Please print or type)* _____ Position _____

School _____

Address _____

Faculty Member's Phone _____ Email address _____

GENERAL INFORMATION:

How long have you known this student and in what capacity?

What are the first words that come to your mind to describe this student?

What courses have you taught this student? Or, in what context have you counseled or advised this student?

Compared to other students in his or her class, how do you rate this student in terms of:

No Basis	Criterion	Below Average	Average	Above Average	Well Above Average	Excellent (Top 10%)	One of the top picks in my career
<input type="checkbox"/>	Creative, original thought	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Self-Confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Independence, initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Intellectual ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Academic achievement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Effective class discussion, leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Effective written expression of ideas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Disciplined work habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Potential for growth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**FACULTY
RECOMMENDATION**

Please give attention to the following statements in your letter of recommendation. Please feel free to write whatever you believe is important, including a description of personal characteristics. We are particularly interested in the candidate's intellectual promise, motivation, relative maturity, independence, originality, initiative, leadership potential, capacity for growth, and enthusiasm. We welcome information that will help us to differentiate this student from others.

How appropriate is this applicant's choice of a college program in consideration of ability and achievement?

Is the applicant's ability to commit reflected by setting realistic and attainable goals?

Does the applicant demonstrate curiosity and initiative?

Does the applicant demonstrate good problem-solving and leadership skills, with good follow through and completeness of the tasks at hand?

How does the applicant show respect for self, for others, for community and society in general?

SIGNATURE _____ DATE _____

The MCIEF Merit Scholarship Program Application Instructions and Tips



Marine Corps Intelligence Association, Inc. Marine Corps Intelligence Educational Foundation, Inc.



Background

The Marine Corps Intelligence Educational Foundation was established in July of 1996 and incorporated in compliance with the laws of the State of California for the following purposes:

- ❖ Support academic excellence through the award of merit scholarships;
- ❖ Support the professional education of active duty and reserve Intelligence Marines;
- ❖ Conduct historical research to preserve the legacy of Marine Corps Intelligence.

The Marine Corps Intelligence Educational Foundation, Inc. is a non-profit, tax exempt corporation and subsidiary of the Marine Corps Intelligence Association, Inc. The President of the MCIA is also the President of the MCIEF and the responsible trustee of the awards program. In addition to supporting professional intelligence education and historical research, the foundation's principal philanthropy is to award an annual academic merit scholarship to a deserving, eligible applicant.

Scholarship awards are an ideal way to help MCIA members and their family members defray a portion of the high tuition costs of a secondary education. MCIEF has established a merit-based scholarship to acknowledge academic, athletic and/or artistic achievement, to recognize civic participation and/or community service, and to encourage study at the college level. It is hoped that to some extent the Marine Corps and in particular, Marine Corps Intelligence will receive a benefit from a new generation of educated and skilled citizens through the assistance of the MCIA/MCIEF in furthering their educational goals.

The MCIEF Merit Scholarship Program

The MCIEF merit scholarship has been named the **John J. Guenther Merit Scholarship** in recognition of LtCol John J. Guenther, USMC who retired from the Marine Corps in 1979 with over thirty-one years of active service. Always an advocate for higher education, he attended innumerable schools, was a teacher at many, and wrote several academic programs for Marine Corps and joint military intelligence education.

After his retirement from the active duty Marine Corps, Mr. Guenther continued his involvement with Marine Corps Intelligence and academic programs as Special Assistant to the Director of Intelligence at Headquarters, Marine Corps. In 1993 Mr. Guenther again retired as SES-5, Deputy Assistant Chief of Staff, Intelligence for the United States Marine Corps.

The **John J. Guenther Merit Scholarship** consists of an annual award of at least \$1,000 annually to an eligible applicant. Each application will be considered based upon its stand-alone merit of academic performance, written statements, faculty appraisal, extra curricular activities, and community involvement. Financial need may be considered; however, this not a primary determining factor for selection.

The MCIEF Merit Scholarship Program is limited to *undergraduate* studies in a four-year, degree-granting program at a duly accredited and recognized college or university within the United States. Scholarships are not automatically renewable. Prior applicants are encouraged to apply annually regardless of previous awards or non-selection. Scholarship awards are not available for graduate study or for vocational/technical institutions at this time.

The **John J. Guenther Merit Scholarship** award can be used at any accredited, degree granting college or university in the United States. There is no restriction as to degree major or career pursuit.

This scholarship award will be presented for a regular academic year on a semester basis. The amount of the scholarship will be dependent on the availability of donations to the Scholarship Fund.

The MCIEF Merit Scholarship Program and the monetary award is intended to help defray the cost of tuition. This support is not extended to room and board or other institutional costs. Scholarship money spent on tuition expenses is tax-free. Thus, scholarship dollars spent on tuition is actually worth more than the same dollar from a regular job or parental contribution. Scholarship money spent on room and board, clothing, or transportation may be taxable. To determine specific scholarship tax liability, a certified tax adviser should be consulted.

The scholarship may be voided on the basis of expulsion or dismissal from school, for violations of university policies regarding the need to do one's own work, or altercations with the law. The scholarship may be voided if

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the student fails to return to school for the second semester. Also, the trustees of the Marine Corps Intelligence Educational Foundation reserve the right to withdraw the scholarship at their discretion.

Scholarship recipients should espouse the values of the Marine Corps. Behavior that does not reflect high standards of personal conduct of decency, integrity and a sense of honor is not in keeping with the intention of the MCIEF Merit Scholarship Program and may be grounds for revocation of the award.

How the MCIA Merit Scholarship Program is supported

The IRS has granted MCIEF, Inc. Code 501 (c) (3) non-taxable statuses. All donations to the MCIEF are considered tax-deductible charitable contributions on Schedule A of Form 1040.

The MCIEF Merit Scholarship Program exists solely on voluntary contribution. Contributions are encouraged and will ensure continued availability of funds to assist worthy applicants. The amount of funds available determines the amount and number of scholarships presented each year. All MCIA members are encouraged to contribute on a regular basis when annual membership renewal is due. Donations may be made *In Memoriam* of an individual. Such individual recognition will be noted in the MCIA Annual Membership Directory. This is a wonderful way to remember a fallen comrade.

No gift is too small. All gifts will be acknowledged through publication of a list of donors in the annual Membership Directory. No specific amount will be indicated. Anonymous donations will always be honored. Each year an opportunity to donate to the scholarship fund is made available with the registration form for the MCIA Annual Convention and Reunion.

Beginning with the 2004 annual MCIA Convention and Reunion, the Annual Golf Tournament will be designated as the MCIEF Merit Scholarship Golf Tournament. An amount that is to be determined annually will be added to the tournament registration fee and donated to the MCIEF Merit Scholarship Program to provide funds for the scholarship award, and to create additional awards.

Who Is Eligible

Eligibility for the MCIEF Merit Scholarship Program and any associated scholarship award shall be limited to Charter and Regular members of the Marine Corps Intelligence Association and eligible family members of these Charter and Regular members who have completed their secondary education. Associate Members, Honorary Members, Corporate Members or the employees of corporate sponsors, unless otherwise qualified, shall not be considered for this award. Auxiliary Members shall be eligible based on the currency of the membership of the sponsoring spouse. The following certifications must be attested to and submitted with the scholarship application:

Certification of Charter or Regular membership in good standing in the MCIA;

OR

Certification of Charter or Regular membership in good standing in the Marine Corps Intelligence Association for the sponsor of an eligible family member;

OR

Certification of Charter or Regular membership in good standing in the Marine Corps Intelligence Association at the time of death of a member for an eligible surviving family member;

AND

Proof of high school graduate (GED accepted) or a high school senior enrolled or matriculated as an undergraduate student at an accredited college or university in the United States.

How To Apply

Eligible persons may download an application at the MCIA web site, www.mcia-inc.com, or by writing to the MCIA Scholarship Committee Administrator. The application cannot be submitted electronically at this time. The current application is valid as of March 2009. All previous editions are obsolete and will not be used.

Questions concerning the completion of the application may be directed to the Administrator, MCIA Scholarship Committee. Upon completion of the MCIEF Merit Scholarship application, forward it and all required documentation in one envelope/package to the MCIA Scholarship Committee administrator at the address indicated on page 4 of these application instructions.

Applications must be postmarked no later than July 31st annually.

The MCIEF Merit Scholarship Program Application Instructions and Tips

The Application

The scholarship committee will not consider applications unless all the required materials listed below accompany the application package:

- ◆ **Completed and signed MCIEF Merit Scholarship application.**
Applicants should ensure that the application is current and that all answers are provided completely. Questions unanswered or missing information may not invalidate the application but may have a detrimental impact on selection.
- ◆ **Photograph affixed to MCIEF Merit Scholarship application.**
Attach a full-face print suitable for reproduction in the space provided on the application. This picture and a short biography will appear in the official journal of MCIA, INTSUM magazine, and on the MCIA web site. Do not staple picture. A recent high school graduation picture is ideal.
- ◆ **Proof of acceptance and enrollment at an accredited four-year, degree-granting college or university within the United States.**
Such proof should consist of a letter from the college or university signed by an appropriate official of the institution.
- ◆ **High school academic transcript(s).**
Unofficial transcripts delivered to the student are acceptable and preferred. The institution should not mail transcripts separately. Transcripts must reflect a total GPA.
- ◆ **A legible, hand-written or typed 300 word essay on one of the following:**
 - *Discuss a risk that has led to a significant change (positive or negative in your life).*
 - *Describe the most challenging obstacle you have had to overcome; discuss its impact, what you have learned from the experience.*
 - *Where do you envision yourself in 10 years?*
- ◆ **Faculty Appraisal and Letter of Recommendation.**
To be completed by a high school or college counselor, advisor, or instructor and delivered to the applicant in a sealed envelope to accompany the MCIEF Merit Scholarship Application.
- ◆ **Signed certification attesting to currency of membership in good standing in the Marine Corps Intelligence Association.**
Provide by signature of certification on the application, the relationship to the applicant and attest to the currency of membership in the MCIA by indicating dues expiration date. Applications will not be considered from members whose dues are in arrears, or family members whose sponsor's dues are in arrears. The MCIA Scholarship Committee administrator will verify currency of membership.
- ◆ **Applicant's Signed Consent**
Applications that do not have the applicant's signed consent and privacy release cannot be considered.

All information and required documents listed above must be submitted as a complete package in one envelope. It is imperative that all questions be complete and that the certification to the application be signed and dated by the applicant. In the case of a family member, this certification must be co-signed by the sponsoring MCIA member, or the surviving spouse of a deceased MCIA member who is otherwise eligible.

The MCIA Scholarship Committee will not consider incomplete applications. Any additional information that will aid the committee in coming to know the applicant may be submitted as addendum material. This material will be considered helpful but will not carry extra weight in the decision process. The application and attending documentation will stand-alone on its own merit.

Documentation of special achievement or academic excellence is encouraged.

Former applicants

Any eligible person who has previously applied for the MCIEF Merit Scholarship Program is encouraged to reapply regardless of having received an award or not. All applications will be considered.

Scholarships are not automatically renewable. Current scholarship recipients must reapply for each successive year. At this time the Marine Corps Intelligence Educational Foundation will grant no more than two successive annual scholarships to the same recipient.

For applicants who have received a prior award, a new application must be submitted with a current photo attached. The essay for a former recipient should:

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Describe an event from your experiences during the past academic year, i.e. socially, mentally or spiritually, that has given better insight to yourself as a person. How has this influenced you?

A GPA transcript from the college or university must reflect all subjects taken during the year. Former recipients should maintain a minimum of a 3.0 GPA (B average) to be given favorable consideration.

It is not necessary for a former applicant to resubmit high school transcripts or a certificate of service.

The Faculty Appraisal should be from a teacher/counselor in the chosen major or considered major, reflecting the applicant's potential to complete a degree in the subject matter.

The applicant must show proof of continued enrollment or matriculation as an undergraduate student at an accredited college or university for the coming academic year.

Where to submit

Candidates may request an application package from the Scholarship Committee at the address indicated below.

Applicants may also download and complete the MCIEF Scholarship Program application package from the MCIA website at <www.mcia-inc.org>. Mail the application package, in one envelope, with all required documents to:

WM Barth
MCIA Scholarship Committee
622 Greenbriar Ct. Apt 103
Fredricksburg, VA 22401

Applications cannot be submitted electronically at this time.

Applications must be postmarked no later than July 31st annually. Funds will be made available for payment to the designated university or college for the Fall semester.

CAVEAT

- ***The MCIA Scholarship Committee will not consider incomplete packages.***
- ***No attempt will be made by the MCIA Scholarship Committee to contact the applicant for incomplete packages. They will be set aside.***
- ***The MCIA Scholarship Committee will not consider packages postmarked after the July 31st deadline. They will be set aside.***
- ***All applicants will receive a final disposition letter from the MCIA Scholarship Committee.***
- ***The applicant selected to receive the John J. Guenther Merit Scholarship award must provide a written letter of acceptance to the MCIA Scholarship Committee within 30 days of notification of selection.***
If the award is not accepted or a letter of acceptance is not received within the prescribed 30 days, an alternate applicant will be selected from the merit list.
- ***The selection decision by the MCIA Scholarship Committee is final.***

The MCIEF Merit Scholarship Program Application Instructions and Tips

Scholarship Application Tips

The Application

- Your application represents you. This is the only picture the MCIA Scholarship Committee will have of you. Make sure your application appears professional. As you prepare your application package, ask yourself, *"Would I give an award to this person based on what is presented here?"*
- Answer all questions to the best of your ability.
- Proofread your application. Pay particular attention to any spaces you have left blank or any information you have failed to provide.
- Have at least one other person review your application package and supporting documentation, including your 300-word essay and the questionnaire. Find the most qualified person to assist you— your academic/faculty advisor/counselor, or a valued teacher.
- Re-read your work and review your entire package again.
- Sign the application and certification along with your sponsor as applicable.
- Mail your application on or before the deadline. The sooner your package gets into the hands of the Scholarship Committee the less is your risk of rejection for failing to meet the deadline. However, ensure that your package is complete and contains all the necessary accompanying documents.

The Essay and Interview Questionnaire

- Your personal essay is your opportunity to convey your ideas and values to the Scholarship Committee. It is like you are addressing them directly. In the essay you are defining your character. As you are crafting your essay ask yourself, *"Based on what I am saying and how I am presenting it, would the Marine Corps Intelligence Association call upon me to represent them?"* Your essay can be the most influential part of the entire application package.
- The essay and questionnaire may be written with a typewriter or on your computer; however, be mindful that good grammar and spelling are considered as well as the content. The selection committee wants to see how you are able to effectively communicate. Remember, neatness counts.
- The Questionnaire is viewed as a substitute for a face-to-face interview between you and the Scholarship Committee. The way you phrase your answers can have a positive influence on the committee. Be succinct but be complete. Double-check your grammar and spelling.
- Answer all questions completely. Use details and specific examples whenever possible.

What can the essay do?

An excellent essay can be the key to finding that special candidate that is most deserving and holds the most promise of success in college. It can cause one candidate to stand out from others who are very similar. A winning essay that presents with vitality, originality and focus can "come to life" in the critical short time the Scholarship Committee will discuss that application. In close cases, one "winning" asset can tip the balance. That asset can be given substance and voice in the essay.

An excellent essay can focus the entire application.

A well-prepared essay has a theme— a central idea to which contributes answers to all of the application questions. Such themes are rooted in the facts of the applicant's background, upbringing, achievements and personality. An application with a convincing, personal, original and well-documented "theme" can be a tremendous advantage.

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The purpose of the essay is to convey a sense of the applicant's unique character to the committee. It should demonstrate the applicant's writing skills and ability to organize thoughts coherently. Needless to say, a strong essay will usually result in a strong application. An investment of time and effort will be evident and produce a well-crafted piece of prose.

The essay as the principle opportunity for the applicant to tell the Scholarship Committee something they should know about that applicant. The applicant should follow directions for the essay thoroughly, write or type legibly, adhere to the specific word length, staple additional pages as necessary, and show neatness that would be expected of college level work.

In general, the essay should be focused, be thoughtful, and reveal something about the applicant not easily derived from other parts of the application. In simple terms, the essay should make the Scholarship Committee favor the individual. It is the one opportunity for the Committee to see some of the character and personality of the individual.

Creative Style

A good essay begins with it a well-conceived main idea or point that the applicant is trying to get across to the reader. Each paragraph should relate to the main idea in some way. And as with any good piece of writing, the essay should have a discernible beginning, middle and end.

The essay should be creative but answer the question provided on the application, and not be rambling and tangential. The narrative should be honest, original, and creative, but above all else, it should answer the question asked. Too many students think the essay is a license to write an angry poem, or diary confession or something other than what was asked for in the essay.

The applicant should avoid writing a life story type of digest, a catalog of achievements, an editorial, or writing more than is necessary. On the other hand, the writing should have passion and conviction.

Five basic rules of good writing

1. ***Tip number one:*** Show, don't tell.

This means to use adjectives and adverbs to create picture-making detail instead of simply telling the reader what happened— to evoke an image.

Weak Version: *My father bought me a bike for my fifth birthday.*

Better Version: *I remember my father shelling out a fist full of crinkled dollar bills at the bike shop. He bought me the shiny red bike I had my eye on for months for my fifth birthday.*

2. ***Tip number two:*** Prefer the positive to the negative.

In other words, avoid the word "not" when possible.

Weak Version: *I did not make class on time.*

Better Version: *I failed to make class on time.*

3. ***Tip number three:*** Use the active voice instead of the passive voice.

This means avoiding forms of the verb "to be," as much as possible. Am, are, is, was, were, comprise the forms of the verb "to be."

Weak Version: *The ball was kicked by the boy.*

Better Version: *The boy kicked the ball.*

4. ***Tip number four:*** Prefer the specific to the general.

This means using specific details in your sentences as opposed to general descriptions.

Weak Version: *The car passed by and made a loud noise before it stopped.*

Better Version: *A speeding yellow Cadillac came to a screeching halt.*

5. ***Tip number five:*** Be concise.

Avoid wordy sentences.

Weak Version: *I find that writing an essay is a very difficult thing for me to do.*

Better Version: *I find writing an essay difficult.*

The MCIEF Merit Scholarship Program Application Instructions and Tips

Certain essay ideas can be harmful

A good essay requires thought and personal reflection. This will become evident in that one essay that moves the reader and demonstrates the value of the person. The opposite is also true. Things that can impact an essay negatively are:

- Being vulgar or tasteless;
- Being angry, silly, or puzzling;
- Also, exaggeration, cheesy humor, and whining should be avoided.

Be aware of evidence of last minute inspiration. Brilliant ideas often come camouflaged as a deadline inspiration that is then written in a burst of misdirected enthusiasm, sent off, and never looked at again. The resulting essay is often a miscast or opaque satire, a whining or angry personal narrative, or something just plain confused.

The Scholarship Committee is looking for original, achievement oriented, and well-rounded students. Think about what makes this applicant unique, and what they can add to society. Keep the answers to these questions in mind as you formulate your opinion to support your selection.

The Faculty Appraisal and Letter of Reference

- The MCIEF Merit Scholarship Program requires a letter of reference/recommendation from a teacher, counselor or faculty advisor who knows you and your abilities and accomplishments both in and out of the classroom. Find someone you know well who will give you a great recommendation and will communicate your strengths.
- Ask your selected person well in advance. These are usually very busy people. Be clear and efficient when making your request.
- Provide them the prepared document from the MCIEF Merit Scholarship application package. Have a copy of your resume for them to use as a reminder of your accomplishments. Don't be shy. Emphasize your strong points.
- Give them a letter-size envelope with the form and ask them to seal their letter of reference. The Scholarship Committee requires that the letter be received with the application package fully sealed. The faculty person you have asked may want to discuss the recommendation with you, but it must be received by the committee fully sealed.
- Thank the writer. Show your appreciation and professionalism by writing a thank you note.

Transcripts

- A full transcript of your high school or college course work is required. For applicants who are entering their freshman year, a transcript of your SAT or ACT scores are also required.
- Submit a full transcript that includes your previous and most recent courses and indicates your cumulative GPA. Incomplete transcripts can disqualify your application. If your transcript does not clearly show your cumulative GPA, have a school official calculate it and put it on a signed letterhead document.
- Provide documentation of membership in any honor societies, fraternities, etc.
- Submit a copy of your acceptance, enrollment, or matriculation into an accredited college or university. In lieu of such a letter, a copy of your registration receipt is acceptable.
- All transcripts take time to process. Transcripts must be ordered through the school's registrar's office and may take several days to process. Make sure you order your transcripts in advance so that they will be available for you to include in your package in sufficient time to meet the deadline.
- Official transcripts mailed from the school to the MCIA Scholarship Committee are neither necessary nor desired. The committee will accept an unofficial transcript.

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Scholarship Myths

Myth 1: *"Only students with high academic achievement win merit-based scholarships."*

The Truth: The MCIEF Merit Scholarship Program recognizes that applicants can offer the world far more than just an academic transcript. Students with varying non-academic talents have received the scholarship award.

Although the MCIEF Merit Scholarship Program does not require a minimum GPA or SAT/ACT score, it is reasonable to assume that the higher the scores the greater the opportunity for a favorable consideration. However, grades are not the only selection criteria. Often the GPA is merely one of several criteria. The MCIA Scholarship Committee strives to select students who not only have academic ability, but also present a broader understanding of interests outside the traditional curriculum. Students who embody a spirit of community involvement, high ethical and family values, and a willingness to contribute to the welfare of others will demonstrate this understanding. Espousing the core values of honor and integrity imparted by the United States Marine Corps shall be considered as essential.

Myth 2: *"Students should focus their time and energy on only one or two scholarship applications."*

The Truth: Students should not limit their probabilities of success. They should apply to as many scholarship programs as possible. This can only demonstrate initiative and resourcefulness. Receipt of more than one scholarship will not influence the MCIA Scholarship Committee. Each application shall stand on its own merit.

Myth 3: *"Star athletes are the big scholarship winners."*

The Truth: The MCIEF scholarship award is a merit-based award. The MCIA Scholarship Committee will consider athletic participation as valuable in demonstrating an ability to coalesce as part of a team; however, athleticism is only one of several factors taken into consideration in the final selection. Applicants may demonstrate teamwork through any variety of non-athletic skills and team participation.