HIGHLANDS RANCH COMMUNITY SCHOLARSHIP FUND

2026 Program Guidelines

Created in 2003, the Highlands Ranch Community Scholarship Fund (HRCSF), a 501(c)3 organization, is in its 21st year of providing postsecondary education scholarships to Highlands Ranch students who have demonstrated well-rounded participation in their school or community through volunteerism and service hours. Applicants must reside in Highlands Ranch and graduate high school in 2026.

- Scholarships granted are $2,500 each for 25 selected recipients.
- Awards are granted on an equal opportunity basis.
- Review of applications and all scholarship decisions are made by the Highlands Ranch Community Scholarship Fund Committee and approved by the HRCA Board of Directors.
- Applicants must be dependent children entering their first year of postsecondary school in the summer or fall in the year the scholarship was awarded.
- Applicants must be students who are enrolled in a full-time course of study at an accredited institution or vocational-technical school.
- Awards are determined by:
  - ✓ Mentoring experience
  - ✓ Community/volunteer service experience
  - ✓ Work experience
  - ✓ Extracurricular activities and school participation
  - ✓ A brief essay using 500 words or less outlining the applicant's favorite community/school participation activity and why
  - ✓ Current transcript, including grades for first semester senior year
  - ✓ Two letters of recommendation (school-based and community-based)
- Applicants are responsible for submitting a complete application.
- The application packet must be received electronically, emailed the theresa.hill@hrcaonline.org, or in person on or before 5 p.m. on **Friday**, **March 6, 2026,** or postmarked no later than **March 6, 202**6. The address for drop off or mailing is: Highlands Ranch Community Association, 9568 University Blvd., Highlands Ranch, Colorado 80126.

Questions regarding the application process and criteria may be addressed to:

Theresa Hill
Highlands Ranch Community Scholarship Fund
9568 University Boulevard
Highlands Ranch, CO 80126
(303) 471-8841
theresa.hill@hrcaonline.org

Highlands Ranch Community Scholarship Fund Application

Please type or print all information except signatures.
For proper review of your Application, please make sure ALL Sections below are completed and the requested documentation included.
Your name, address, and name of this scholarship program should be included in all attachments.
Applications must be received by Friday, March 6, 2026.

(I) Applicant Data:

Last Name First Name Middle Name Telephone Number

Street Address City State Zip Code

Email Address _____ Gender _____ Date of Birth _____

(II) High School Data:

High School Name _____ High School Graduation Date _____

Address _____ Telephone _____

(III) Post-Secondary School Data:

List name of post-secondary school you plan to attend. (If unknown, please list in order or preference of the schools to which you have applied). Use official school names. Please do not use abbreviations.

1) _____ City _____ State _____

2) _____ City _____ State _____

Are You Entering: 4 Yr. College or University _____ 2 Yr. Community or Junior College _____ Vocational/Technical _____

Major or Course of Study _____ Expected Graduation Date _____

Degree Sought: Bachelor _____ Associate _____ Certificate _____ Other _____

MENTOR, COMMUNITY/VOLUNTEER SERVICE and JOB/WORK EXPERIENCE

Please list your **(IV) Mentor**; **(V) Community/Volunteer Service**; and **(VI) Work/Job** experience during the last four years in the tables and spaces below. Indicate types and dates for each Section. Also include dates of employment (and any internships), hours worked per week, and pay rate. For **Section (VII),** please summarize your **activities** (**including extracurriculars**) and **school participation**.

If space provided in any section is inadequate, you may continue with additional sheets of paper using the same table format. Please do not repeat information already reported on the Application form.

(IV) Mentor Experience *[Examples: Tutoring; Chaperoning; Coaching]*	From: Month/Year	To: Month/Year	Hours Per Week	Hours Per Year

(V) Community/Volunteer Service Experience	From: Month/Year	To: Month/Year	Hours Per Week	Hours Per Year

★ **MENTORING + COMMUNITY & VOLUNTEER SERVICE (Freshmen Year–Current) GRAND TOTAL HOURS: ★ =_____**

(VI) Job/Work Experience - Employer Name/Job Title *[If applicable, include participation in internship(s)]*	From: Month/Year	To: Month/Year	Hours Per Week	Amount Earned $$$

ACTIVITIES, SCHOOL PARTICIPATION and AWARDS/HONORS

(VII) Activities (Includes Extra-Curricular) and School Participation *[Examples: Clubs; Academics; Leadership; Committees; Honor Societies; Sports; Student Government; Band/Orchestra; Choir; Theatre, Drama or Dance; Boy/Girl Scouts; Fund Raising, etc.]*	Number of Months or Years Participating From: To:	Special Awards, Honors, Letters, and/or Recognition You Received	Offices Held

(VIII) Extenuating Circumstances: If applicable, please describe how and when any extenuating or unusual family or personal circumstances have affected your achievement in school and/or participation in school or community activities. If the space below is inadequate, you may type or print, "please see attached," and attach your statement to your application.

(IX) Please Attach Each of the Following to Your Application

- A brief essay using 500 words or less outlining your favorite community/school participation activity and why.

Highlands Ranch Community Association Scholarship Fund Application Checklist:

This application for a Highlands Ranch Community Scholarship becomes complete and valid only when you have returned all the following materials to the Highlands Ranch Community Scholarship Fund, 9568 University Boulevard, Highlands Ranch, CO 80126:

- Student application (including all requested attachments)
- Current transcript (must include first term, senior grades)
- Two letters of recommendation (school-based and community-based)
- A senior photo or similar format to include in the community announcement of scholarship awards.
- Is the applicant be available to attend an award ceremony on Tuesday, May 19, 2026, at 5 p.m.: _____ yes _____ no
- **Application Postmark Date no later than Friday, March 6, 2026.**
- **NOTE:** If you would like to hand-deliver your completed application (with all requested attachments) on or before 5 p.m. on Friday, March 6, 2026, please submit to the Highlands Ranch Community Association's Administrative Offices located at the Eastridge Recreation Center at 9568 University Boulevard, Highlands Ranch, CO, 80126. The HRCA Administrative Offices are open Monday through Friday only, 8 a.m. to 5 p.m. Please deliver to the Front Desk staff at HRCA's Administrative Offices and mark to the attention of Theresa Hill. Additionally, you may email the application and all attachments to theresa.hill@hrcaonline.org.

The Highlands Ranch Community Scholarship Fund has the sole responsibility of selecting recipients, basing the decision on criteria as outlined in the program's descriptive guidelines. This application becomes the property of the Highlands Ranch Community Scholarship Fund. It is recommended you keep a copy of this application and all attachments for your records.

I acknowledge that the decisions of the Highlands Ranch Community Scholarship Fund are final. I certify that I meet the basic eligibility requirements of the program, as described in the program guidelines, and that the information provided is complete and accurate to the best of my knowledge. If requested, I agree to provide proof regarding the information given on this form. Falsification of information may result in the termination of any scholarship granted.

Applicant's Signature: _____ **Date:** _____

Parent or Guardian's Signature: _____ **Date:** _____