

# Harrington Elementary School PTO

## 2025-2026 Scholarship Application Instructions

Harrington PTO will award two scholarships, in the amount of \$500 each, to two graduating Chelmsford High School seniors who attended Harrington Elementary, who plan to attend a two- or four-year college in the fall of 2026. Please read through the application instructions carefully. *Failure to follow ALL instructions or meet deadlines can result in ineligibility for scholarship consideration.*

- Deadline: Application and essay must be emailed to [harringtonpto@gmail.com](mailto:harringtonpto@gmail.com) no later than midnight, Friday, April 3, 2026.
- Notification: Applicants will receive email confirmation that their application and letters of recommendation have been received, as soon as all materials have been received. If you do not receive a confirmation once you feel all your materials have been submitted, please contact us. We will attempt to warn applicants of missing materials as soon as possible; plan some wiggle room for yourself in case your recommendation letters run late. The deadline for applications/materials is midnight Friday, April 3, 2026.
- Notification: Scholarship winners will be notified approximately Friday, May 8, 2026.
- Presentation: Recipients and their guests will be invited to a future dated HPTO meeting to receive their scholarship check and share their application essay if they wish. The date will be determined once winners are announced.

### PLEASE INCLUDE THE FOLLOWING TO MAKE AN APPLICATION FOR THIS SCHOLARSHIP:

- 1) Essay (at least one page) typed and double-spaced. See essay guidelines below.
- 2) One letter of character reference/recommendation from a guidance counselor, teacher, employer, or a non-related adult. Letters of recommendation must be emailed *directly* to [harringtonpto@gmail.com](mailto:harringtonpto@gmail.com) by midnight Friday, April 3, 2026.
- 3) Completed application.

Application, essay, and letter of recommendation must be emailed to [harringtonpto@gmail.com](mailto:harringtonpto@gmail.com) by midnight Friday, April 3, 2026. *Recommendation letters should be submitted directly to Harrington PTO and NOT through the applicant. Transcripts are not required.*

### PERSONAL ESSAY

On a separate piece of paper (typed), please answer ONE of the following questions:

- 1) Please tell us about your favorite memory from Harrington and the impact it made on you as a student. Give specific examples.
- 2) Discuss an accomplishment, event, or realization that sparked a period of personal growth and a new understanding of yourself or others.

*Note: Failure to follow instructions, to supply requested documentation, or to meet the deadline, may result in ineligibility of the scholarship.*

# Harrington Elementary School PTO

## 2025-2026 Scholarship Application Instructions

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Please answer the following. Attach an extra page or extend the relevant section of the application form if necessary.

What school do you plan to attend? \_\_\_\_\_

Have you been accepted? \_\_\_\_\_ Planned major: \_\_\_\_\_

Work experience (please include dates, employer, type of work, and hours/week):

---

---

Volunteer and/or community activities (please include dates):

---

---

School activities and/or clubs (please include year participated):

---

---

Honors and awards (please include year received):

---

---

I give my permission for the scholarship committee to share my essay with other Harrington staff  
*(please note this permission has no bearing on consideration for the scholarship award.)*

**YES    NO**    (circle one)

# Harrington Elementary School PTO

## 2025-2026 Scholarship Application Instructions

**I certify that the information given on this application is accurate and is given with our knowledge and approval. Please sign and date below:**

---

Applicant Signature

Date

---

Parent/Guardian Signature

Date