

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 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 by midnight Friday, April 3, 2026.
- 3) Completed application.

Application, essay, and letter of recommendation must be emailed to 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.

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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)

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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
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Parent/Guardian Signature	Date
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