



# Scholarship Program

The Burlingame Parks & Recreation Department has a Scholarship Program available to promote healthy and active lifestyle choices for the residents of Burlingame.

## Scholarships are available for the following:

- Enrichment Classes
- 4th-8th Grade After School Sports
- In House Recreation Camps
- Senior Activities
- Village Park Preschool

- \* Scholarship applications for each season are accepted once registration for the season has begun.
- \* DEADLINE for submission is the start date of the season (please reference the front cover for date)
- \* Payment plans may also be offered.
- \* **Limit ONE Application per family per season.**

## How to Apply for Scholarships

**Step 1:** Read Scholarship Application Process

**Step 2:** Fill out Applicant(s) Information

**Step 3:** Fill out Class Registration Form

**Step 4:** Required documents with application  
1. Copy of previous years tax returns  
2. Proof of Burlingame Residency

**Step 5:** Return application in person with required documents & 50% of total registration fees to:

**Burlingame Parks & Recreation Department**

850 Burlingame Ave, Burlingame, CA 94010

Monday—Friday from 8:30 am—4:30 pm

**You will be contacted within 1 week of applying to inform you of your scholarship**

Rev. 7/14/16

# Scholarship Application Process

## You must be a Burlingame Resident to apply and receive a scholarship.

- At the time of application, customers will be required to submit the Scholarship Application, Required Documents and Registration Forms with **50%** of the **total** registration fee due.
- Applications with incomplete information will **not** be considered.
- Staff will enroll the participant in the requested program(s) with partial payment, pending the approval of scholarship award.
- If your request is denied, you must advise immediately if you want your children to stay enrolled, in which case, you will need to make arrangements for payment of the balance due at that time or cancel your registration.
- Submittal of an application is not guarantee of a scholarship award. Additional information may be requested.
- In some cases, a payment schedule may be arranged.
- Any “pay at class” lab fees are not eligible for scholarship.

## Applicant(s) Information

1) Name of Child: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Age: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_

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

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

2) Name of Child: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Age: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_

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

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## Parent/Guardian's Information

Name of Parent/Guardian: \_\_\_\_\_

Address (if different): \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_

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

**1) Does the applicant live with you?**  
(circle one) YES NO

If NO, please explain: \_\_\_\_\_

**2) What is your family's monthly income before expenses (including child support)?**  
\_\_\_\_\_

**3) Is (are) your child (ren) on a school lunch program?**  
(circle one) YES NO

**4) Do you currently receive any form of financial assistance?**  
(circle one) YES NO

If YES, what form? \_\_\_\_\_

**5) How many individuals in your household are supported by your income?** \_\_\_\_\_

**6) Please state any additional circumstances that you feel qualifies you for the scholarship program:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **7) Declaration (Please read & sign)**

I state that the information I have provided in this application is true and correct. I agree to provide proof of income. I agree to inform the recreation staff if I no longer qualify to receive the scholarship discount. I understand the participant may be withdrawn from the program and become ineligible for future scholarships due to “no show”, excessive absences or excessive late withdrawals.

Signature \_\_\_\_\_

Date \_\_\_\_\_