

PIERRE TOUSSAINT SCHOLARSHIP FUND

APPLICATION CHECKLIST

- Scholarship Application Form
 - To obtain an application contact our office or download the application form from our website: www.obmny.org
- OFFICIAL High School Transcript
- Recommendation letter from your Teacher or your Guidance Counselor
- Recommendation letter from your Parish Priest or your Parish Pastor
- Essay on Venerable Pierre Toussaint (300-500 words)
- Student Activity Resume that includes the following:
 - List of extra-curricular activities
 - List of significant contributions made to your church, special recognitions received and/or positions held.
 - List of colleges that you have applied to and admission decisions (if received)
 - List of academic honors/awards received in high school and/or you expect to receive upon graduation.
 - Indicate your career interest(s).

The PTSF Application can be sent via mail, emailed as a PDF, or faxed to the office (mailing address, email and fax number listed below). Applications and all accompanying documents received via email or fax will be reviewed accordingly, however, **original documents (i.e. transcripts and recommendation letters) should be mailed in after sending electronically**. A confirmation email is sent to all applicants when the application is received and when the application is rendered complete. Incomplete applications will not be evaluated. Please contact the office if you have any questions and/or concerns regarding your application.

**Pierre Toussaint Scholarship Fund
Archdiocese of New York
1011 First Avenue, 7th Floor
New York, New York 10022
(P) 646.794.2681 (F) 212.421.3693
(EMAIL) OBM@ARCHNY.ORG**

**APPLICATIONS MUST BE RECEIVED AT
THE OBM / PIERRE TOUSSAINT SCHOLARSHIP FUND OFFICE
BY THE REQUIRED DEADLINE DATE.**