



## **Swiss Benevolent Society of San Francisco Scholarship Application Guidelines**

We welcome applications that are electronically submitted, please note applicant must create a Gmail account for application and to upload the required documents. You may find the online application using the link on our website [www.sbsf.com](http://www.sbsf.com). The Application consists of two pages of instructions (these guidelines) and the online application form which must be filled out completely and signed.

The following scholarships are available to qualified applicants:

- The **Swiss Benevolent Society General Scholarship**, the **Silvia & Jacques Iselin Scholarship**, the **Willy Isler Scholarship**, and the **Walter Munz Scholarship** are based on **need and merit** and are available to deserving students entering college through postgraduate studies. Students must demonstrate financial need, be worthy, show aptitude for their chosen field of study and a minimum G.P.A. of 3.2 for the last two years in high school, 3.0 for the first year in college and 3.2 thereafter.  
We are now accepting application from students at Community Colleges and Vocational Schools. Students need a Highschool diploma or equivalent and a clear path to a profession.
- The **Walter Munz Culinary and Hospitality Scholarship** is based on **need and merit**. Students must demonstrate financial need, be worthy, show aptitude for their chosen field and pursuing an undergraduate degree or certificate in hospitality or culinary studies. Students must have a minimum GPA 2.5 in high school, and 3.0 while in college.
- The **Clement & Frieda Amstutz Scholarship**, the **Silvio Canonica Scholarship**, and the **Walter Munz Scholarship** are based on **merit only**. Students must have completed at least two years of college with a minimum of 3.5 for the last two years. The awards will be granted based on the criteria of outstanding prior academic achievement, promise of future academic excellence, and anticipated successful completion of studies.

To be eligible, **APPLICANTS** must:

- A. be of Swiss descent by demonstrating that applicant or at least one parent is a Swiss national, registered with the Swiss Consulate in San Francisco (or carrying a valid Swiss Passport).
- B. have resided in Northern California ([list of counties](#)) for a minimum of three years preceding the date of initial application.
- C. have applied for admission to any institution of higher learning or vocational training in the United States offering an associate degree or baccalaureate degree.
- D. be full time students: (12 undergraduate or 9 graduate units per term).

**ALL STUDENTS** need to fill out the online application **completely**. We ask you provide the following:

1. An essay outlining specific professional or further educational goals after completion of studies, submitted as an upload via our online form.
2. Official transcripts of their most recent high school, undergraduate or graduate studies submitted via email to [scholarships@sbsf.com](mailto:scholarships@sbsf.com) from Parchment.com or sent to us directly from school.

In addition, **first time applicants** must submit (via our online form):

3. Proof of your or one parent's Swiss nationality (e.g. copy of Swiss passport).
4. Original AP, SAT or ACT test scores (optional).

### **ADDITIONAL DOCUMENTS REQUIRED:**

### **SBS General, Silvia & Jacques Iselin, Willy Isler, and Walter Munz Scholarships (Merit and Need-Based):**

5. Copy of applicant's and/or supporting party's (e.g. parent's) most recent completed and signed Federal Income Tax returns (1040 or 1040-EZ) and W-2 forms (if applicable). Please note that only the first two pages of the 1040 is required to be submitted (do not submit any supporting schedules), files may be uploaded through our online application.
6. Copy of applicant's Student Aid Report from the Free Application for Federal Student Aid (FAFSA). Submit electronically, as an upload through our online application.
7. One letter of recommendation, preferably from one of applicant's current high school teachers or counselors, or a current professor, if in college must be submitted via email, reference letters must be sent directly from reference to the Scholarship Committee at the following email address: [scholarships@sbsf.com](mailto:scholarships@sbsf.com).

### **Clement & Frieda Amstutz, Silvio Canonica, and Walter Munz Scholarships (Merit only):**

Two letters of recommendation from professors who are familiar with applicant's background and have themselves expertise in his/her specialty area of study. Submit electronically, reference letters must be sent directly from reference to the Scholarship Committee at the following email address: [scholarships@sbsf.com](mailto:scholarships@sbsf.com).

1. As an exception, any print communications should be addressed to:  
The Swiss Benevolent Society of San Francisco, Scholarship Committee  
Pier 17, Suite 600  
San Francisco, CA 94111

### **Application Deadline:**

The application and all supporting documents must be submitted electronically, and date stamped or postmarked **no later than April 30<sup>th</sup>**. *Incomplete or late applications will not be considered.* All applications and supporting documents must be original, will be held confidential and will not be returned.

Scholarships do not renew automatically, but students may apply each year for the General, the Silvia & Jacques Iselin, and the Walter Munz Scholarships. The Clement & Frieda Amstutz, Silvio Canonica and Willy Isler Scholarships are generally given one time each per student. In exceptional cases, a second award might be given.

All applicants will be notified by the end of June. Grants will be issued directly to the recipient at the beginning of the fall semester upon official confirmation of registration.

*The decisions, made by the Swiss Benevolent Society Board of Directors, are final and may not be appealed nor discussed.*

SWISS BENEVOLENT SOCIETY OF SAN FRANCISCO  
The Scholarship Committee