**Roman & Janet Brunner Memorial Scholarship – Information Sheet**

**Requirements for Recommendation Letters**

* **Applicants must provide three recommendation letters.** One must be from the high school band director, Mr. Tom Busch. The other two may be from other adults who can attest to the success of this student in a post-secondary setting, such as current teachers, coaches, advisors, club leaders.
* **Topics that should be included in the recommendation letter are as follows.**

-Likelihood of this student’s success in a college setting and completing the instrumental music education program

-Information about his/her academic success and habits

-Involvement in extracurricular offerings during high school, especially band in Mr. Busch’s letter

-Why you feel this student deserves to receive this scholarship

-Any examples of the student’s integrity, character, and leadership

**What the selected recipient needs to do to receive scholarship money**

The **financial award** for the scholarship will be made to the recipient in January 2015. The award will be mailed directly to the student upon **submission of satisfactory first semester grades** from a college or university as well as

**re-enrollment verification for the following spring semester as a major in Instrumental Music Education.**

**Please send a grade transcript for fall semester of 2014 and a full-time**

**re-enrollment verification (spring 2015 schedule) to the following address:**

**Mary Brunner**

**135 E. Green Bay Street**

**Pulaski, WI 54162**

**(920) 676-7235**