

# THE RON & GLORIA CONLEY SCHOLARSHIP

*Our mission is to provide financial assistance to minority high school seniors in preparation for their Freshmen year of college.*

The Ron & Gloria Conley Scholarship is established in honor of Ronald W. Conley and Gloria A. Conley, Huntsville native residents who ensured each of their children had an opportunity to attend college and receive a college degree. To continue to provide opportunities for others, we (their children) are offering a **\$1,000.00** scholarship.

Scholarship applicants must submit all documentation (complete and in full) for every required component of The Scholarship application package, **no later than 01 March 2026**, as described herein. The selected scholarship recipient will receive the **\$1,000.00** award as a deposit directly to their Alabama A & M University (AAMU) or Auburn University in Auburn, AL (AU) student account in **August 2026**.

The selected scholarship winner may be required to provide additional information, after their selection, to ensure the **August 2026 \$1,000.00** payment is deposited to their university student account. Publicity participation may also be required from the selected scholarship winner. Failure to comply with requirements (communication, publicity, etc.) after selection as The Scholarship recipient will nullify the award and disqualify the recipient.

**NOTE:** This scholarship is an independent, private family gift award to a selected scholarship recipient. It is not directly affiliated with Alabama A & M University nor Auburn University.

## THE APPLICATION PROCESS: Assembling Your Application Package

The Scholarship team will begin receiving applications on **01 January 2026, 8:00 AM CST**. Complete scholarship application packages are due **01 March 2026, 5 PM CST**. Only completed scholarship applications will be evaluated and may earn up to **100 points**.

**A. U.S. Citizen Race and Ethnicity (Required, 0 Points):** Scholarship applicant must be a U.S. Citizen. Scholarship applicant must identify as one of the following (and the same must be documented on their official U.S. birth certificate).

Alaskan Native – Native American (American Indian, Amerindian, Amerind, Indian, Aboriginal American, First Nation person)	A person having familial origins in indigenous peoples of Alaska, United States (Iñupiat, Yupik, Aleut, Eyak, Tlingit, Haida, Tsimshian, and a number of Northern Athabaskan cultures; and / or any aboriginal peoples of Canada and the United States.
Asian	A person having familial origins in the Far East, Southeast Asia, or the Indian subcontinent, to include Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
Black – African American	A person having familial origins in the United States or any country in Africa, even if born in the U.S.
Hispanic – Latino	A person having familial origins in Cuba, Mexico, Puerto Rico, South or Central American, or any other Spanish culture or country.
Native Hawaiian – Pacific Islander	A person having familial origins in Hawaii, Guam, Samoa, or other Pacific Islands.
Multi-ethnic	A person having any combination of any races listed above.
Other	A person having one at least parent with any or multiple races /ethnicities listed above.

**Section A. Scholarship Application Package Documentation:** Provide a letter stipulating The Scholarship applicant's U.S. citizenship and race/ethnicity, signed by the parent and notarized (by an Alabama notary). Address the letter to: Selection Committee, The Ron & Gloria Conley Scholarship, P.O. Box 22504, Huntsville, Alabama, 35814.

**Note:** Please **do not include** The Scholarship applicant's: date of birth, place of birth, SSN, original birth certificate, copy of the birth certificate, nor/or photograph of the applicant.

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- B. School System and School (Required, 0 Points):** Scholarship applicant **must be** currently enrolled and attending Huntsville City Schools, Madison County Schools, or Madison City Schools on 01 January 2026 through 01 March 2026.

**Classification/School Grade (Required, 0 Points):** Scholarship applicant **must be** currently enrolled and attending Huntsville City Schools, Madison County Schools, or Madison City Schools. Scholarship applicant **must be** a current high school senior (12<sup>th</sup> grader) for the academic year 2025-2026, with all graduation and diploma requirements met by the official date for their respective high school's Spring 2026 graduation.

**Residency (Required, 0 Points):** Scholarship applicant **must** currently reside within Madison County, Alabama limits, as documented in the school system records.

**Grade Point Average (Required, Up to 10 Points):** Scholarship applicant **must** ensure their GPA is included in the school letter. Scholarship applicants may receive 5-10 points based on the GPA, within the following ranges (using two places after the decimal only without rounding up):

		Above 4.00	10 points
		Exactly 4.00	9 points
3.99	–	3.50	8 points
3.49	–	3.00	7 points
2.99	–	2.50	6 points
		Below 2.50	5 points

**Lee High School, Huntsville City Schools (Optional, Automatically 10 Points – if applicable):** The Scholarship applicant is a current high school senior at Lee High School, Huntsville City Schools, Huntsville, Alabama.

**Section B. Scholarship Application Package Documentation:** Provide a letter from The Scholarship applicant's high school, on the school's or school system's letterhead. This letter **must be** signed by The Scholarship applicant's senior class counselor, graduation counselor, or principal. This letter **must** stipulate The Scholarship applicant's: classification / school grade, residential address of record for the school system, and grade point average (GPA), as documented in the school system's official records by the date of the letter. Address letters to: Selection Committee, The Ron & Gloria Conley Scholarship, P.O. Box 22504, Huntsville, Alabama, 35814.

**Note<sup>1</sup>:** *The school letter is not a letter of recommendation. The school letter only serves as a letter to confirm: school / school system, classification / school grade, residency within Madison County, Alabama, and GPA. Please do not include any personally identifiable information (PII), like The Scholarship applicant's DOB or SSN, in the school letter.*

**Note<sup>2</sup>:** *By requesting this letter from the school, school counselor, or principal, The Scholarship applicant and parent/guardian are giving their respective high school permission to share this information with The Ron & Gloria Scholarship committee and anyone evaluating scholarship applicant materials on our behalf.*

**Note<sup>3</sup>:** *Failure to meet Spring 2026 graduation requirements timely will result in The Scholarship applicant's ineligibility to apply and/or scholarship selection forfeiture.*

- C. University Acceptance Letter (Required, 0 Points):** The Scholarship applicant must have their letter of acceptance from Alabama A&M University or Auburn University (flagship location in Auburn, AL) by The Scholarship application package submission date, and plan to begin their college classes at one of these two institutions in the fall 2026 semester.

**Section C. Scholarship Application Package Documentation:** Provide a copy of the university acceptance letter on the University letterhead. If the acceptance was received via e-mail (only), please provide a copy of the original e-mail received; a verifiable University (AU or AAMU) sender or point of contact must be clearly identified in the e-mail.

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- D. Intended Major or Degree (Optional, Automatically 10 Points – if applicable):** The Scholarship applicant is accepted to Alabama A & M University or Auburn University (flagship location in Auburn, AL) for one of the following intended undergraduate college degrees:

Business Administration	Marketing	Management
Civil Engineering	Mechanical Engineering	
Computer Engineering	Computer Science	Software Engineering
Elementary Education		
Food Nutrition	Food Science	

### **Section D. Scholarship Application Package Documentation:**

The university acceptance letter (hard copy or e-mail) may be used to document the intended degree / college major, if this information is provided in the letter. If this information is provided within the letter (hard copy or e-mail), no additional documentation is required for the **optional Intended Major or Degree points (10 Points)**.

If the degree/ college major is not listed in the university acceptance letter, a separate letter (on University letterhead) or copy of any other official communication from Alabama A & M University or Auburn University, as applicable, stating the intended major will be sufficient. All University signatories and/or e-mail senders will be verified with their respective University.

**Note:** University acceptance letter **should not** include any personally identifiable information (PII), such as The Scholarship applicant's DOB or SSN. If PII is included in the acceptance letter, please redact (mark through it with a permanent black marker, Adobe redaction tool, etc.) **all** PII before including the letter in The Scholarship application package.

- E. Essay or Video (Required, Up to 70 Points):** The Scholarship applicant must submit an essay (typed or handwritten) or a recorded video. Essays and videos will be evaluated for ideas, style, content, and mechanics. Essays and videos must be solely and independently developed by The Scholarship applicant, without assistance (AI, parents, teachers, etc.).

### **Section E. Scholarship Application Package Documentation:**

**Essay:** Provide a 250 - 1,000-word personal essay describing: the value of a college education (component 1), future career goals (component 2), and future plans for contributing to the community (component 3). The essay must be typed or handwritten in traditional standard English, and comply with the following format:

- Typed
- Font: Arial, Times New Roman, or Courier
- Font: 11- or 12-point
- Double-spaced
- Singled-sided paper
- Page Header: Applicant's full legal name (*first, middle, and last*), current high school, and intended university.

**-OR-**

**Video:** In lieu of an essay, scholarship applicants may submit a 5 – 10 minute video. The video is evaluated in the same way as the essay and must address three primary components: describing the value of a college education (component 1), future career goals (component 2), and future plans for contributing to the community (component 3). Videos may also be mailed with the application, by placing it on removable storage (flash drive).

**Note<sup>1</sup>:** If videos are too grainy or the sound is inaudible, the video will not be considered as part of the application package; The Scholarship applicant will be disqualified.

**Note<sup>2</sup>:** Essays or videos with obscenity, inappropriate graphic materials, and inappropriate gestures or symbols will disqualify The Scholarship applicant.

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**F. Scholarship Application Form (Required, 0 Points):** The Scholarship applicant must complete all of The Scholarship application fields, except fields labeled as “if applicable.” Required fields missing information will automatically invalidate The Scholarship application form; and The Scholarship applicant will be disqualified from potential selection.

**Section F. Scholarship Application Package Documentation:** Provide a completed Scholarship Application Form.

## SCHOLARSHIP APPLICATION SUBMISSION: How We Receive Your Scholarship Application Package

The Scholarship application form, letters, and University documentation must be mailed together in one envelope. Multiple mailed packages will not be accepted; scholarship applicant will be immediately ineligible. Mailing address is: Selection Committee, The Ron & Gloria Conley Scholarship, P.O. Box 22504, Huntsville, Alabama, 35814. **Envelope must be postmarked no later than 01 March 2026.**

The Scholarship application deadline is **01 March 2026, 5 PM CST.**

## APPLICATION PACKAGE EVALUATION: How We Determine The Scholarship Recipient

Completed scholarship application packages submitted by the deadline will be evaluated. Scholarship applications are evaluated using a point system. The total number of points available for a complete scholarship application is 100, including optional areas.

Section	Package Component	Documentation	Points	Package Submission
A.	U.S. Citizen and Race/Ethnicity (Minority)	Parent Letter	0 Points	Required
B.	School System and School	School Letter	0 Points	Required
	Classification/ School Grade	School Letter	0 Points	Required
	Residency (Madison County Resident)	School Letter	0 Points	Required
	GPA	School Letter	≤ 10 Points	Required Points Vary
	Lee High School Student	School Letter	10 Points	Optional, Automatic Points (if applicable)
C.	University Acceptance Letter	University Letter	0 Points	Required
	Intended Degree / College Major	University Letter	10 Points	Optional, Automatic Points (if applicable)
D.	Essay or Video	Essay or Video	≤ 70 Points	Required Points Vary
E.	Scholarship Application Form	Scholarship Form	0 Points	Required

The Scholarship application package review and evaluation processes are estimated to require at least 20 business days. If a tie by points exists between two or more applicants, the postmarked date on the application package submission will be the determining factor; the completed application package submitted first will be selected. In the event that we do not receive any qualified scholarship application packages, The Scholarship’s namesake family has established a secondary process to award the \$1,000.00, using portions of the criteria above.

### Important Note:

We appreciate the enthusiasm of Scholarship applicants and their parents. Please do not include any additional documents beyond what is requested for a complete Scholarship application package. Including unrequested documents (pictures, resumes, transcripts, birth certificates, etc.) will disqualify The Scholarship applicant and their application from consideration immediately.

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## AWARD PROCESS: How You Receive the Funds, If Selected

The selected Scholarship recipient will be contacted after **01 April 2026**, using the e-mail contact information provided on The Scholarship Application Form. Failure to respond to the notification e-mail within 10 business days will forfeit the potential award. The notification e-mail will contain additional questions, forms, documentation, and /or information; any requested responses must be received within 10 business days of the notification e-mail. If the requested responses are not received within 10 business days, the scholarship applicant award will be forfeited.

For the selected qualified recipient, The Scholarship includes the following.

1. **Quantity:** One (1) scholarship is available for Academic Year 2025 - 2026 selection process.
  - a. Only one (1) award per Scholarship year.
  - b. Only one (1) award per applicant.
  - c. Only one (1) award between the two universities – Alabama A & M University and Auburn University.
2. **Amount:** The award will be no more than **\$1,000.00**. This award will be awarded once to the selected qualified applicant, after meeting all required application, documentation, and post-selection requirements, within the specified time periods and deadlines.
3. **Purpose:** Scholarship awards are specifically designated to defray costs incurred during the Freshman collegiate year.
4. **Disbursement:** For the selected qualified recipient, the award amount will be paid directly to The Scholarship recipient's university account (Alabama A & M University or Auburn University) during the month of **August 2026**.
  - a. The award will be issued by check. The check will be delivered in person (if Alabama A & M University) and mailed (if Auburn University) for The Scholarship recipient's university student account.
  - b. To ensure the award is deposited in the correct University student account, The Scholarship award recipient may be required to provide additional university information. Contact information provided in The Scholarship application package will be used to contact the award recipient, if additional information is required. Selected Scholarship award recipients must provide all additional information required within ten (10) business days of contact.
  - c. Awards are not transferrable to any other institution. Scholarship award will be void, if the awarded applicant elects to attend a different university other than the one identified in The Scholarship application.

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## SCHOLARSHIP APPLICATION FORM

Scholarship application packages must be complete and submitted by the deadline (**01 March 2026**) in order to be considered for award and evaluated. All fields all required, except those noted as "if applicable." Provide legal names only and the address on record with the school system. Only typed or hand-written responses are accepted, except where signatures are required. All signatures must be wet-ink.

### SCHOLARSHIP APPLICANT INFORMATION:

FName: \_\_\_\_\_ MI(If applicable): \_\_\_\_\_ LName: \_\_\_\_\_

Apartment # (If applicable): \_\_\_\_\_ Street Address: \_\_\_\_\_

City/Madison County Area: \_\_\_\_\_ Home/Cell # (if applicable): \_\_\_\_\_

E-mail (if applicable): \_\_\_\_\_

**Note:** If the applicant does not have an e-mail, home number, and/or cell number, the parent's contact information will be used for all contact.

### PARENT:

FName: \_\_\_\_\_ MI (If applicable): \_\_\_\_\_ LName: \_\_\_\_\_

Home /Cell #: \_\_\_\_\_ E-mail: \_\_\_\_\_

### SCHOOL INFORMATION:

High School: \_\_\_\_\_ School System: \_\_\_\_\_ GPA: \_\_\_\_ / 4.0

Intended University Degree: \_\_\_\_\_ Intended University: \_\_\_\_\_

Signatures below indicate The Scholarship applicant and their parent/guardian reading, understanding, and agreement of, with, and to the deadlines, guidelines, and requirements, outlined in Pages 1 – 6. Applicant's and parent's/guardian's signatures also indicate The Scholarship applicant's and their parent's/guardian's agreement to comply with communication and documentation requirements, and associated deadlines, in order to receive The Scholarship award, if selected. Publicity may include, but is not limited to, a photo or video of the official award presentation. Such image(s) may be used by The Ron & Gloria Conley Scholarship for marketing and communication purposes. More details on publicity shall be shared with The Scholarship selectee.

In the event where two guardians or parents have legal supervision or custody of The Scholarship applicant, only one parent's/guardian's information is required and considered binding and sufficient for the application and award process, if selected. However, the same parent/guardian information on file for the school/school system and provided above must be the same for the signature below.

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent's / Guardian's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_