



EXCHANGE
THE NATIONAL EXCHANGE CLUB

LEGACY SCHOLARSHIP

The Parent/Grandparent/Great-Grandparent Official Packet

Instructions for the Parent / Grandparent / Great Grandparent

Please review the following key points to ensure a smooth and successful scholarship process:

1. Distribution of Scholarship Information

- a. You must be an Active member of an Exchange Club of The National Exchange Club.
- b. Identify eligible students and provide them with an updated application and instructions.
- c. Be sure to indicate your submission deadline.
- d. Guide the student in completing the application accurately and in a timely manner via the student packet.

2. Verification and Graduation Certification

- a. Provide a Narrative of the Application for each Student.
 - i. Not to exceed 500 words
 - ii. The Parent / Grandparent / Great Grandparent is to describe why they feel the student should earn the Legacy of the Year Award; include implications for the future. (3000 Characters or 500 words maximum).
 - iii. This narrative must be typewritten.
- b. Certify that each student is eligible to graduate from high school this year.
- c. Please ensure each student's application includes the signatures of school officials and parents/guardians.

3. Monitoring and Support

- a. Monitor the progress of the students you've nominated for the award to ensure a timely submission

4. Submission Instructions

- a. Only on-time applications will be accepted.
- b. Submit the application online or via email to the chair person.
- c. All Fields are Required.

5. Important Dates

- a. Student Applications must be submitted to family related Exchange Club member by: February 12, 2027.
- b. Exchange Club member must submit completed application online by: February 26, 2027

Questions? Contact Club's Chair at: info@exchangecluboffontana.org



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Student Submission Deadline: February 12, 2027

Exchange Club Member Deadline: February 26, 2026

Sponsoring Exchange Club:

Related Exchange Member Name:

Related Exchange Member Email:

Related Exchange Member Phone:

Relationship to Student:

Club President Name:

Club President Email:

SECTION 1: Prepared by Exchange Club Legacy Member and Student (ALL FIELDS ARE REQUIRED)

Name on Award:

Student Name:

Student Gender:

Date of Birth:

Student Address:

City:

State:

Zip Code:

Email Address:

Phone Number

High School:

Parent/Guardian

Name:

Address:

City:

State:

Zip Code

Email Address:

Phone Number:

School Official:

Address:

City:

State:

Zip Code:

Email Address:

Phone Number:



Parent/Grandparent/Great Grandparent Narrative:

The Parent / Grandparent / Great Grandparent to describe why you feel the student should earn the Legacy of the Year Award; include implications for the future. (3000 Characters or 500 words maximum).



Instructions for the Student

Please provide and review the following key instructions to ensure a smooth and successful scholarship process:

1. Important Club Deadline:

- a. Please give your completed application to your Sponsor before:

Your Sponsor will forward your application to the Club.

- b. Late submissions will not be accepted at the Club after:

2. Familiarize Yourself with the Application

- a. If you have questions regarding the application, please contact your counselor.

3. Nomination Form

- a. Completed by You {Student}

4. Essay Requirements – narrative

- a. Student Narrative - Describe, in your own words, the event (or events) in your life of which you are most proud. Also describe your future plans for making your community, and the world, a better place to live. Include a paragraph about your parent/grandparent/great-grandparent and your perspective of what they have done. (3000 Characters or 500 words maximum)



STUDENT NARRATIVE — *Prepared by Student*

Describe, in your own words, the event (or events) in your life of which you are most proud. Also describe your future plans for making your community, and the world, a better place to live. Include a paragraph about your parent/grandparent/great grandparent and your perspective of what they have done. (3000 Characters or 500 words maximum):



Counselor/Parent/Club Officer Certification

Must be filled out in its entirety.

In accordance with the established rules and regulations of The National Exchange Club, we certify that the below-named student has participated in listed activities and achievements and will graduate this year.

(Student's name) _____ will graduate
this year from _____ High School.

Signature of School Official Date: _____ Signature: _____ Name: _____	Signature of Related Exchange Club Member Date: _____ Signature: _____ Name: _____
Signature of Parent/Guardian Date: _____ Signature: _____ Name: _____	Signature of Club President Date: _____ Signature: _____ Name: _____