

We are accepting applications from:

DEADLINE: April 14, 2025

• 6<sup>th</sup> & 7<sup>th</sup> graders attending any Escambia County middle school

All applicants must be income-eligible, US citizens or resident aliens, maintain all Cs *or better* with good citizenship and attendance, and remain crime and drug free.

## **2024-25 Student Application Guidelines & Instructions** -- read and follow carefully!

- (1) **Determine financial eligibility** by scanning the QR code below. **Income** must be shown by uploading the most recent **tax form** (*Form 1040 without schedules*) **for the person who claims the student as a dependent**. If taxes are not filed, please contact our office (850-469-5458) for other options. *Financial information is confidential and will not be shared*.
- (2) **Personal statements by both the student and the parent** are required. These should be long enough for the selection committee to get to know the student. *Develop thoughtful drafts telling why you /the student should be considered. The student should have someone else review their statement to be sure it becomes their best work.* You will type these in (or upload the written draft) at the end of the application.
- (3) The student and the parent need separate email addresses (personal, not school district, for student).
- (4) To start the application, scan the QR code below or use the link: <u>https://formstack.io/5EBEA</u>.
- (5) Select **Escambia** as your county and press **NEXT**. Then, if you can answer **YES** to the first five questions, you will be directed to the full application.
- (6) To save to finish later or switch to a computer: Complete at least through Section B, then scroll all the way to the end of the application, select SAVE, then NEXT. On the next screen, click SUBMIT; an email will be delivered to the *student email* from takestockinchildrennoreply@tsic.org confirming your choice to save. From the included link, you can reopen your application on your phone *or* a computer or tablet. If you do not see this confirmation email in the student's inbox, please first check spam. If it is not there, call (850-469-5458) for assistance. *Please do not start a second application*.
- (7) Answer all required questions (those with the asterisk: \*).
- (8) Upload proof of income (see #1 above), and any other documents, such as the student's photo, handwritten statements. If you do not have digital copies, take pictures of each, and save them as individual documents to your device, then upload where directed within the application.

**To submit your completed application**, click **SUBMIT**, then **NEXT**, then click **SUBMIT** again. *If you do not click SUBMIT the second time, your application will not be sent!* 

*Ignore the instructions to print your completed application*. You will receive an application submission email at the student's email address.

To verify income, click here: Income Eligibility Chart

To apply, click here: <u>https://formstack.io/5EBEA</u>



or scan here:

