

**LUTHERAN WOMEN'S MISSIONARY LEAGUE SOUTH WISCONSIN DISTRICT  
GUIDELINES FOR THE ENDOWMENT FUND FOR UNDERGRADUATE FEMALE CHURCH WORKERS**

**A. WHO MAY APPLY FOR AN LWML SCHOLARSHIP IN SOUTH WISCONSIN DISTRICT?**

Active female members of congregations of the South Wisconsin District of the Lutheran Church Missouri Synod who are residents of the SWD prior to college and are preparing for full-time\* church work in the LC-MS are eligible to apply. You must be an undergraduate student at one of the educational institutions of the Synod during the school year in which you would receive this scholarship. (\*Full-time service in the church is defined as any position available through the Board of Assignments of the Synod.)

**B. HOW TO APPLY FOR AN LWML-SWD SCHOLARSHIP**

- Download the application form from the LWML SWD website at [www.lwml-swd.org](http://www.lwml-swd.org). Go to the Resources tab and select Scholarships.
- Questions can be directed to the scholarship committee through the chairman, Jan Koopman phone number 262-933-1483 or email [Jan.Koopman47@gmail.com](mailto:Jan.Koopman47@gmail.com); Mail application to Jan Koopman, SWD Scholarship Committee, 2173 Yuma Street, Grafton, WI 53024
- **Applications must be postmarked by April 30th, 2025** to apply for funds for the 2025-2026 school year. Completed applications can be submitted:
  - by attaching the file to an email (You may sign, scan and email your copy of page 1)
  - by mailing a printed copy to the address above.

**C. LWML SWD SCHOLARSHIP POLICIES**

1. Financial need is considered, but is not the exclusive criteria.
2. **Applicants need to reapply each school year.** The amount of the scholarships will not be automatically renewed but will be re-evaluated each year and decisions will be made on current circumstances, recommendations and available funds.
3. Students need to submit all of the items listed on the checklist below. **All** items must be postmarked by April 30th, 2025 or the application will be disqualified. **Re-applying students:** The Professor Reference must be completed by someone who has not previously written for you. References can be mailed with the application or sent separately by the reference writer.
4. Recipients should understand that they are not going to remain anonymous. A photo will be requested upon notification of a scholarship award. This picture and a short write-up of each recipient will be shared on the LWML-SWD website and by other possible means so that we can encourage our members to support our recipients in prayer and be in touch with them on a regular basis.
5. Scholarship monies will be forwarded to the student.
6. A recipient is expected to lead a God-pleasing life and to be faithful in their studies, maintaining at least a C \*(or 2.0 on a 4.0 scale) average and serve in full-time church work a minimum of two (2) years after graduation. Students who discontinue their church work program, leave school prior to graduation or do not complete this minimum service are asked to return scholarship funding.
7. Notification of results will be mailed to all applicants on or before the 1<sup>st</sup> of August.

**Please keep these guidelines for future reference.**

**CHECKLIST OF ITEMS TO SUBMIT:**

|   |                                       |
|---|---------------------------------------|
| _____ Personal Information sheet            | _____ Pastoral Reference              |
| _____ School & Additional Information sheet | _____ Professor Reference             |
| _____ Essay written by applicant            | _____ Financial aid form from college |

**LUTHERAN WOMEN'S MISSIONARY LEAGUE SOUTH WISCONSIN DISTRICT  
SCHOLARSHIP APPLICATION**

Please type or print clearly.

**PERSONAL INFORMATION**

NAME: \_\_\_\_\_ BIRTH DATE: \_\_\_\_\_

HAVE YOU APPLIED BEFORE?  
(Y/N) \_\_\_\_\_

HOME: ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

SCHOOL: ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

CELL PHONE NUMBER (IF THIS IS YOUR PRIMARY CONTACT  
NUMBER): \_\_\_\_\_

WHICH OF THE ABOVE LOCATIONS SHOULD WE USE TO CONTACT YOU (CIRCLE ONE)

BEFORE JUNE 1<sup>ST</sup>? HOME SCHOOL CELL AFTER JUNE 1<sup>ST</sup>? HOME SCHOOL CELL

SIBLINGS' Ages and Education Status (elementary, high school, college) \_\_\_\_\_

YOUR MARITAL STATUS \_\_\_\_\_ AGES OF CHILDREN (if any) \_\_\_\_\_

HOME CONGREGATION: \_\_\_\_\_

CITY: \_\_\_\_\_

PASTOR'S NAME(S) \_\_\_\_\_

**I HAVE READ AND AGREE TO ABIDE BY THE GUIDELINES OF THE LWML ENDOWMENT FUND FOR  
FEMALE CHURCH WORKERS.**

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

## SCHOOL INFORMATION (For 2025-2026 School Year)

College/University (include city and state) you will be attending:

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Will you be living (*check one*) ☐ on campus? ☐ at home? ☐ off-campus apt?

Student Standing as of Fall 2025 (*check one*) ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior

Expected Graduation Date: \_\_\_\_\_ Grade Point ave. on 4.0 scale: \_\_\_\_\_

Church work field (*check one*):

☐ Elementary Education ☐ Secondary Education ☐ DCE ☐ Deaconess

Other: \_\_\_\_\_

### ADDITIONAL INFORMATION

|   | High School | College |
|---|-------------|---------|
| Church Activities and grade in which you were involved.<br>(i.e. Youth groups 9-12;<br>Handbells 11-12; Sunday School teacher 12; etc.) |             |         |
| School Activities and grade in which you were involved.<br>(i.e. Band, Choir, Sports)   |             |         |
| Leadership Roles and grade in which you were involved.<br>(i.e. group officer, team leader)   |             |         |

**Please describe what you know about the LWML. Have you been involved at any level?** (Use the back of this page, if necessary)

**Obtain a copy of your financial aid statement from your campus and include a copy.** If this is not possible, contact the scholarship chairman for an alternate detailed financial information sheet.

**Enclose a one-page essay with 1" margins, 10-12 font, and 1½ line spacing that describes:**

- Who or what led you to prepare for full-time church work.
- Gifts and talents you have that will help you in your chosen field.
- Anything else about yourself you would like us to know.

APPLICANT'S NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

HOME TELEPHONE: \_\_\_\_\_ CHURCH WORK FIELD: \_\_\_\_\_

**LUTHERAN WOMEN'S MISSIONARY LEAGUE SOUTH WISCONSIN DISTRICT  
SCHOLARSHIP APPLICATION – PROFESSOR REFERENCE**

(Note: Applicants who are seniors in high school may use a high school teacher)

The above-named student has applied for financial assistance from the LWML SWD. To help us evaluate this request, please take a few moments to complete the following. Information will be kept confidential. To avoid disqualification of the applicant, completed references must be postmarked by April 30, 2025 and mailed to:

LWML SWD Scholarship Committee, Jan Koopman, 2173 Yuma Street, Grafton, WI 53024

|   | <b>0<br/>UNSATISFACTORY</b>                             | <b>1<br/>SOME<br/>DEFICIENCIES</b>                               | <b>2<br/>SATISFACTORY</b>                                       | <b>3<br/>EXCEPTIONAL</b>  | <b>4<br/>CLEARLY<br/>OUTSTANDING</b>   | <b>NUMERICAL<br/>RATING<br/>(0 – 4)</b> |
|---|---|--|---|---|--|---|
| Leadership                                  | Would rather be a follower                              | Struggles with leadership roles, but manages to get the job done | Satisfactorily leads to completion of set goals.                | Above average leadership skills.  | Recognizes the strengths in others. Assertively guides others to set and accomplish goals. |   |
| Compassion – missionary / volunteer service | I am not aware of any charitable service                | Occasionally serves if asked                                     | Occasionally volunteers to serve                                | Frequently volunteers to serve  | Volunteers to serve at every opportunity   |   |
| Judgment / Decision making                  | Displays poor judgment. Makes irrational decisions.     | Often makes poor decisions.                                      | Usually displays good judgment.                                 | Displays above average reasoning and judgment abilities.                    | Decisions usually best fit the circumstances.  |   |
| Attendance / Tardiness                      | Very poor. Frequently has unexcused absences/tardiness. | Below standards attendance/tardiness                             | Attendance is satisfactory.                                     | Rarely absent or tardy.   | Almost never absent or tardy. Will put in extra time when needed.                          |   |
| Organization                                | Usually chaotic and disorganized.                       | Frequently in a state of disarray. Disorganized.                 | Organized sufficiently enough to get tasks done.                | Highly efficient and organized.   | Has immediate access to needed information. Exceptionally precise & efficient.             |   |
| Enthusiasm / Commitment / Follow through    | Frequently discouraged by obstacles and quits.          | Occasionally lets obstacles that could be overcome deter her.    | Works through obstacles.  | Able to overcome difficult obstacles.                                       | Extremely determined. Always works until goal is reached.                                  |   |
| Responsibility /Reliability                 | Often fails to complete assigned tasks.                 | Occasionally leaves tasks incomplete.                            | Reliable, will complete assigned tasks.                         | Requires little or no supervision. Occasionally completes special projects. | Always accepts assignments and performs reliably.  |   |
| Courteous                                   | Frequently causes others discomfort. Rude.              | Occasionally offends those around her.                           | Observes common courtesies.                                     | Always polite and conscientious of others' rights and feelings.             | Always considers the comfort of others. Polite, well mannered & courteous                  |   |
| Faith walk – Commitment to church           | Rarely attends worship services                         | Attends worship service on holidays                              | Attends worship on a fairly regular basis                       | Attends worship service frequently  | Worships weekly and witnesses to others  |   |
| Personal habits / appearance                | Frequently looks sloppy or lacks personal grooming.     | Occasionally looks sloppy or lacks personal grooming.            | Usually properly groomed and dressed. Few poor personal habits. | Rarely exhibits poor dressing or grooming habits.                           | Always appropriately dressed and groomed.  |   |

Please use the back of this form to make any additional comments or to inform us of any extenuating family circumstances which may affect this student's ability to fund her college education.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

School: \_\_\_\_\_

APPLICANT'S NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

HOME TELEPHONE: \_\_\_\_\_ CHURCH WORK FIELD: \_\_\_\_\_

**LUTHERAN WOMEN'S MISSIONARY LEAGUE SOUTH WISCONSIN DISTRICT  
SCHOLARSHIP APPLICATION – PASTORAL REFERENCE**

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Church: \_\_\_\_\_