Albert K. Murray
Fine Arts Educational Fund
An Approved 501(c)(3) Private Charitable Foundation
9665 Young America Road, Adamsville, Ohio 43802-0367
Voice: (740) 796-4797 Fax: (740) 796-4799

Corona Virus: due to policy changes caused by the pandemic, students are required to provide as part of their application an official statement from their institution stating that they are registered full time even if classes are virtual, not on campus.

Incomplete, late, and/or postage due applications are not considered for grants.
Do not use online forms and do not rely on materials others have used for applications. Your application will be different.

Murray Grant Deadlines (not related to institution deadlines):
Fall Term: 3rd week September grants, submit July 1-July 31
Winter Term: mid-December grants, submit October 1- Oct. 31
Spring Term: 3rd week March grants, submit January 1- January 31
Summer Term: 3rd week June grants, submit April 1- April 30

Applications:
1. Complete applications: To be complete, all application materials must be received by 5 p.m. of the deadline date. If a deadline falls on a holiday or weekend, the deadline moves to 5 p.m. of the preceding business day. Contact our office to be sure you have current forms. Outdated forms will not be accepted. Requesting multiple terms of aid on one form invalidates your request.
2. Reapplication: You may apply up to 4 times each year. Students wishing to reapply must submit a new application form, an updated transcript for the period since submission of earlier application(s), a portfolio, and all other materials which complete and bring the application up to date. You must be enrolled and in classes full time when the grant money is received.
5. Full time status: Students must send proof of full-time enrollment in an art program (not performing arts) of an accredited, degree granting college or university in the United States of America. You must be enrolled full time and taking classes when grant money is received, or your institution is required to return the grant money to the Murray Foundation.
6. Degree: Students may be at the bachelor’s degree, master’s degree, or doctor’s degree level.

Scholarship Requirements:
7. Submit official transcripts only: No fax, email, unofficial, photocopied, or student copy transcripts will be accepted.
8. Recommendations: Must be original letters on official letterhead paper and signed by the person whose name appears in the signature block. When you ask someone to write a recommendation, be sure to tell them of these requirements.
9. Portfolios and shipping: Students must submit a portfolio which is accompanied by proper packaging and adequate shipping costs for return to the student. Take portfolio and packaging to the shipper to get correct shipping amount & packing requirements. Students who do not supply appropriate portfolio return packaging and payment will not be considered for grants.
10. Application materials and supporting documents become the property of the Murray foundation. Place your name on every item.

Scholarship Grants:
11. Grant recipients: Selected quarterly by a committee. Only complete applications using current forms, meeting all requirements, and following current guidelines are considered for scholarships. Postage due applications are not accepted.
12. Grant money: Scholarship grants are sent to the student’s institution to be used for the student’s educational costs including tuition, fees, books, and supplies. To be eligible for Murray grants, applicants must be full time students when grants are received.
13. Award notifications: Notifications are sent via United States first class mail. The Murray scholarship program is not responsible for applications received late, or notification letters sent, but not received. If you want to be notified that your application is received by the deadline, enclose a stamped self-addressed post card in your application package to be date stamped and returned to you.

Scholarship Award Criteria:
14. Student’s academic merit and quality of overall application
15. Merit of portfolio materials submitted
16. Cost of the institution and program in which the student is enrolled
17. Financial need of the applicant and financial resources available to the applicant
18. Committee’s receipt of complete current scholarship application form and all current supporting materials
19. C+ or higher grade point average (2.5 on a 4.0 scale)

For information contact: Dr. Marion C. Gilliland, Chair, Murray Scholarship Committee, 740-796-4797
Office hours: Monday - Friday, 9 a.m. - 5 p.m., Eastern Standard Time, closed weekends and holidays.

Effective: 2021-07-31
Application materials required:

Do not use online forms and do not rely on materials others have used for applications. Your application will be different.

Original materials: Only original official documents will be accepted (no photocopies, faxes, or email materials). Include all of the following with a completed and current application form. Identify each item by name and number.

All applications must include all of the following information. Place your name on each page and item included.

20. Personal: Write an essay describing yourself, art background, formal & informal art education, reasons for art degree, goals & planned career. Tell where you learned about the Murray scholarship. Use plain white (not colored or textured) 20-pound weight paper; use only one side of the paper, 12 point type; do not laminate or bind materials, clip together application materials.

21. Why the art program: Describe the reasons you selected the college / university and the art program.

22. Specific field: Identify the specific field of study and name of the degree you expect to receive. This is an art scholarship; a major of "fine art" is not an appropriate answer to "what is your specific field of study."

23. Why you deserve a grant: Explain why you think you should be awarded a Murray Scholarship grant.

24. On a separate page list: the current date, your name, your social security number, and list of all Murray grants you have received with date and amount of each grant. Also list the dates you have applied, but did not receive funding.

25. Create a 3-part 12 months' spreadsheet which includes term for which aid is requested: Part #1. Your income: By categories include all grants, all scholarships, work, commissions, help from others, loans, waivers and other income/funds. Separately list your total household income. Part #2. Your expenses: for tuition, fees, art materials, project costs (ex. senior project, master's thesis), equipment, living costs, financial help to others (give names & relationships) and any unusual (ex. medical) expenses. Part #3: Separately list current loans by the type of loan, the amount & time period, and total loan debt.

26. A portfolio is required: Put your name on the portfolio. Use only one medium of presentation per portfolio (one flash drive or CD with up to 15 images, one page of slides, or ten pages of photographs of your work). Your art may be in one medium or many media to show your range and skills. Images may have titles and very brief explanations of what you were seeking to accomplish.

27. Portfolio return: Portfolio materials must be accompanied by both a container of appropriate size and adequate shipping costs. Do not use postage meter strips. Shipping package must include student's name and address for return of portfolio to the student.

28. Letter(s) of recommendation: Students must submit at least one recommendation. Students may submit more than one, but each letter must be an original, signed by the author, and on official letterhead paper. When asking for a recommendation, be sure to tell the person of the above requirements. One letter from a recommender is enough, unless a new letter is different.

29. Application package: Students may collect original transcripts & original recommendation letters from issuing entities & forward them in originally sealed envelopes with other application materials. No postage due materials are accepted. Clip, do not bind, your application materials together. Postage due & applications without return packaging will not be considered.

30. Application materials: Materials arriving separately from the student's package will be collected and added to the student's application file. Materials are kept on file until the student is no longer eligible for grants. You are required to include appropriate shipping costs and packaging for your portfolio to be returned to you.

31. Confirmation: You may enclose a self-addressed stamped post card to get a dated confirmation your application was received.

In addition to the materials listed above, students must submit the following as part of their application package, or these may be sent directly from your department or the institution. Items 32-36 must be submitted, but only once for each institution. Previously attended institution transcripts are required only once.

Institution information / materials required from all students:

Letter(s) or forms from official(s) which include(s) the following information:

32. Federal Tax Identification number for the institution (not accreditation or association number)

33. Proof the college or university is fully accredited and degree granting. A printout from the online school catalog is sufficient.

34. Letter of acceptance: If you have not yet received a transcript, send a photo copy of your acceptance letter. Current transcripts serve as proof of past enrollment.

35. Statement of full-time student status for term you are requesting aid. A transcript showing an ongoing full course load may serve this purpose. If this is your first term at the institution, request a letter or form from your department or the registrar.

36. Name of art program and degree you expect to receive for example, Master of Arts in Painting.

37. Freshmen: Official transcripts: Include a complete official original high school transcript if you have been enrolled in a college or university for less than one year.

38. Sophomores & above: Official transcripts: Submit complete transcripts from all colleges / universities you have attended. If you have not yet received a transcript, send a photo copy of your acceptance letter. Current university / college transcripts serve as proof of enrollment. Transcripts from previous institutions are required only once, not each time you apply for a grant.

Albert K. Murray
Fine Arts Educational Fund
An Approved 501(c)(3) Private Charitable Foundation
9665 Young America Road, Adamsville, Ohio 43802-0367
Voice: (740) 796-4797 Fax: (740) 796-4799

Application

Due to the Covid-19 pandemic, institutions have changed their policies regarding where classes are held. Many classes are virtual, not on campus. As a result, you are now required to send proof of full-time enrollment, especially if your classes are not held on campus.

To be considered for a grant, you must follow and meet all current guidelines. Contact the Murray scholarship office to request current application form and guidelines. All items listed in guidelines/application must be addressed / filled in and all questions answered. If an item does not apply to you, list the item and indicate it does not apply. For essay and supporting information use additional pages and include your name and a letter or number identifying each item to correspond to the items on this form.

I. Student information:

Name: last first middle initial maiden

Student's address while at college / university

City, State, Zip code

Student's area code and phone number at school cell phone

yes no

Student is a citizen of U.S.A Student ID number Gender (circle one)

Major specialty or major focus (studio, not performing arts)

freshman sophomore junior senior MFA Ph.D. (circle your year in school)

Student's birth city, state, country Date of birth (m-d-y)

Are you a full time student or a Part time?

Are you: single married widowed divorced (circle one)

How many children do you have / support? (a number)

II. Institution information:

Institution's complete name: Institution's Tax ID number

Institution Art Department's complete street address:

Institution's city state zip code

Mr./Ms./Dr./Mrs. (circle one) Department chairperson's name, area code telephone #

Mr./Ms./Dr./Mrs. (circle one) Financial Aid Officer's (FAO) name, area code telephone #

FAO's mailing address

FAO's city state zip code

Fall Winter Spring Summer 202__ Graduation month & year circle term of aid requested circle Year

Total number of years required to earn current degree

Proof of full-time enrollment included

Proof of accreditation included

Proof of degree granting included

Calendar of current dates included

III. Your previous education: (if you need additional lines use a separate page and label the item appropriately)

A. High school/vocational schools: list most recent education first. Transcripts must be official transcripts: First year students: submit high school or vocational school transcripts. All others, see section B.

Institution Name: City: State: Years from-to: Did you graduate? yes/no

1.

2.

3.

B. Since high school: Beginning with current institution, in reverse chronological order list colleges/universities you have attended. For your first application, submit an official transcript from each college/university you have attended. If you are beginning a program, you must submit proof of full-time enrollment acceptance in the college or university. To be eligible for Murray Scholarships you must be enrolled in classes full time when Murray grant money is received.

Institution Name: City: State: Years from-to: Did you graduate? yes/no

1.

2.

3.

4.

5.
V. Family Information:

If student is married: spouse's full name  Spouse's specific occupation  number of children and their ages

Spouse's address: Street  City  State  Zip code  Area code and telephone number

If student is unmarried:

Parent or Guardian's full name  specific occupation  Country of citizenship

Permanent address  Street  City  State  Zip code  Area code and telephone number

Mother's full name  Mother's specific occupation  Country of citizenship

Mother's permanent address  Street  City  State  Zip code  Area code and telephone number

Family dependents: If you are not the primary family support, give the number of brothers, sisters, children or other dependents your family supports or for whom they make substantial contributions.

Colleges or universities: How many of these dependents attend a college or university?

Applied before? If you have applied for Murray Scholarship grants before enter yes even if you have not received a grant. If you have not applied before enter no.

1. Guidelines: To be complete, your application must include all elements as listed in our current guidelines and be received on or before the current deadline at 5 p.m. If you wish to request copies of the current application and/or guidelines, or if you have questions about our requirements, call our office during business hours.

2. Original: Transcripts & recommendations must be originals; no faxes, emails, late, or postage due materials will be considered. Supporting documents such as school calendars may be printed from websites.

3. Postage due / incomplete applications will not be considered, this includes return packaging & shipping costs for your portfolio. USPS requirements often change, so verify the postage required for your package.

4. Portfolio Return: Check with the shipper (Post Office, FedEx, UPS, other) to be sure you have attached adequate shipping costs & appropriate packaging for your portfolio to be returned to you.

5. Online applications: Avoid online applications as they are probably incomplete and/or out of date.

6. Your responsibility: Your application is your responsibility. Do not rely on others to ensure your application is correct and complete. However, it is a good idea to have someone else proofread your application.

7. Deadline: For an application to be complete, all materials must be in the scholarship office by 5 p.m. of the deadline date. If a deadline falls on a holiday or weekend, the deadline moves to 5 p.m. of the preceding business day. Submit applications by the deadline date nearest to and prior to the term you seek the funds. Students must be enrolled full time and currently taking classes when funding is received, or the grant money will be returned to us. Listed scholarship deadlines are for Murray grants only.

If you have questions, call during regular office hours Monday through Friday, 9 a.m. to 5 p.m. Eastern Standard Time. The office is closed on holidays and weekends.

Murray Scholarship Deadlines are unrelated to institutional deadlines:

**Fall term:** September grants, submit July 1-July 31

**Winter term:** December grants, submit October 1- Oct. 31

**Spring term:** March grants, submit January 1-January 31

**Summer term:** June grants, submit April 1- April 30

Dr. Marion C. Gilliland, Chair, Scholarship Committee
The Albert K. Murray Fine Arts Educational Fund
9665 Young America Road, Adamsville, OH 43802
Voice: 740-796-4797

Page 2 of 2 pages  Effective 2021-07-31