



Central PA Franchisee Service Center Scholarship Program



The Central PA Franchisee Service Center has established a scholarship program to assist employees who plan to continue their education in college or vocational school programs.

This program is administered by Scholarship America®, the nation's largest designer and manager of scholarship, tuition assistance and other education support programs for corporations, foundations, associations, and individuals. Awards are granted without regard to race, color, creed, religion, sexual orientation, age, gender, disability, or national origin.

Eligibility

Applicants to the Central PA Franchisee Service Center Scholarship Program must be:

- High school seniors or graduates, or current postsecondary undergraduates, who plan to enroll in full-time undergraduate study at an accredited two-year or four-year college, university, or vocational-technical school for the entire 2019-20 academic year.
- Employees at one of the eligible SUBWAY® restaurants in central Pennsylvania by January 31, 2019 and maintain employment for 3 months.*
**Prospective employees are eligible to apply but must secure employment at one of the eligible SUBWAY® restaurants by January 31, 2019. Applicants agree to be contacted by SUBWAY® personnel regarding employment. Click [here](#) for a link to the employment application.*
- Applicant must have at least 6 consecutive months of service with the restaurant as of the application drawing.
- Applicant must be a minimum of 16 years of age to enter drawing.
- Applicants must maintain a weekly minimum of 15 hours per week.
- Applicants must be in good standing with their Subway® restaurant employer.
- Applicants must be in good standing with their school or college.
- Applicants must have a 100% attendance record with their Subway® restaurant. The only exceptions being excused absences with a written doctor's note or an excused family absence.

Awards

If selected as a recipient, the student will receive a \$1,000 award. Up to ten (10) awards will be granted.

Awards are not renewable, but students may reapply to the program each year they meet eligibility requirements. Awards are for undergraduate study only.

To receive their award, recipients must remain employed and in good standing with one of the eligible SUBWAY® restaurants up until award payments are made in August 2019.



Application Process

- Start by clicking **Register to Apply** at the bottom of this page. You must read and agree to a consent statement, supply a unique and valid email address, and create a username and password.
- Correspondence throughout the application process will be by email. Email messages will be sent to the username and email address registered when you created your account. Be sure to add pasubway@scholarshipamerica.org to your contacts or address book and check your email regularly!
- Complete the application by entering data in the format described. Proper punctuation and standard capitalization (Jill Smith, 10 Main Street, New York, NY) must be used.
- During the application process, you may leave the site prior to submission by clicking **Save and Log out**.
- Once all application requirements are satisfied, **Lock and Submit** will be available near the bottom of the **Review Application** page.
- Carefully review your application before clicking **Lock and Submit**. Once submitted, you will no longer have access to your application.
- It is recommended that you keep a copy of your application for your records.
- You will receive an email acknowledgment of your submitted application.

Required Documents

As part of your application, you must upload the following documents:

1. Current, complete transcript of grades. Grade reports are not accepted. Unofficial or online transcripts must display student name, school name, grades and credit hours for each course, and term in which each course was taken.
2. Completed [Applicant Appraisal Form](#) (click to view and print the form).

Your application is **not** complete unless all required documents are submitted electronically.

Employment

If you are not currently employed at an eligible SUBWAY® restaurant, please complete the application [here](#) and remit to applicants@pasubway.com.

Program Deadline

Your application must be submitted on or before **December 21, 2018**.

Selection of Recipients

Scholarship recipients are selected on the basis of academic record, demonstrated leadership and participation in school and community activities, work experience, statement of goals and aspirations, unusual personal or family circumstances, and an outside appraisal. Financial need is not considered.

Selection of recipients is made by Scholarship America. In no instance does any officer or employee of Central PA Franchisee Service Center play a part in the selection. All applicants agree to accept the decision as final.

**Notification**

All applicants will be notified in February. Not all applicants to the program will be selected as recipients. Students may reapply to the program each year they meet eligibility requirements.

Payment of Scholarships

Scholarship America processes scholarship payments on behalf of Central PA Franchisee Service Center. Payment is made in August.

Recipients have no obligation to Central PA Franchisee Service Center. They are, however, required to notify Scholarship America of any changes in address, school enrollment, or other relevant information, and to send a complete official transcript when requested.

Revisions

Central PA Franchisee Service Center reserves the right to review the conditions and procedures of this scholarship program and to make changes at any time including termination of the program.

Contact us

Email: pasubway@scholarshipamerica.org

Call: 1-507-931-1682 and ask for the Central PA Franchisee Service Center Scholarship Program