



## Paul Carrington Chapter No. 5

Sons of the American Revolution

1415 S Voss Ste 110-425

Houston, TX 77057-1086



# Instructions for the Senior Military Instructor

## Paul Carrington SAR Brewster Memorial HISD JROTC

### Scholarship Nomination Form

The Paul Carrington Chapter of the Sons of the American Revolution (SAR) is honored to offer a scholarship program to JROTC cadets in the Houston Independent School District (HISD). Currently, the Chapter has authorized two \$500 scholarships for JROTC seniors.

The scholarship recipients will be selected by the HISD JROTC Director of Military Instruction from those nominated. Nominees will be submitted by the Senior Military Instructor (SMI) at each HISD high school with a JROTC program. Each SMI can nominate one Cadet for JROTC units with fewer than 500 Cadets. For units with more than 500 Cadets, the SMI may nominate one additional Cadet.

SMIs are to select Cadets who have met the following criteria:

1. A citizen of the United States;
2. A high school senior participating in a JROTC program;
3. Received the SAR Bronze ROTC medal in the previous year;
4. Completed a minimum of two years of JROTC;
5. In the top 5% of their ROTC class;
6. In the top 10% of their high school class;
7. Accepted at a college or university for admission in the following fall semester;
8. Recommended by their SMI; and,
9. Recommended by their principal.

The complete nomination package shall consist of the following:

1. Completed & signed Paul Carrington SAR Brewster Memorial HISD JROTC Scholarship nomination form;
2. SAR Parent/Guardian Permission and Release Form;
3. Biographical Information Form;
4. SMI letter of recommendation; and,
5. Principal letter of recommendation

The completed package is to be emailed to the Paul Carrington Chapter's JROTC/ROTC Chairman and the HISD JROTC Director of Military Instruction on or before March 1. Presentation of the scholarships to the recipients will be made at the regular April chapter meeting (generally the third Saturday of the month).



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## Paul Carrington SAR Brewster Memorial HISD JROTC Scholarship Nomination Form

Date: \_\_\_\_\_ Nomination for Academic Year: \_\_\_\_\_ -

Nominee's Name: \_\_\_\_\_

Nominee's Academic: Rank (JROTC): \_\_\_\_ / \_\_\_\_ Rank (Class): \_\_\_\_ / \_\_\_\_

Cadet Rank: \_\_\_\_\_ GPA: \_\_\_\_ Sex: \_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_

High School Name: \_\_\_\_\_

JROTC Unit Type:     Army     Navy     Marine Corps     Air Force     Space Forces

JROTC SMI Name: \_\_\_\_\_

*(Please include rank.)*

SMI Email: \_\_\_\_\_ SMI Phone: \_\_\_\_\_

### Senior Military Instructor's Checklist

**YES** Place an "X mark" beneath "Yes" if true

1. \_\_\_\_ Is the Cadet a citizen of the United States of America?
2. \_\_\_\_ Is the Cadet currently enrolled in the JROTC Program?
3. \_\_\_\_ Has the Cadet been in the JROTC Program for at least two (2) years?
4. \_\_\_\_ Is the Cadet a High School senior?
5. \_\_\_\_ Did the Cadet receive the SAR Bronze ROTC medal in the previous academic year?
6. \_\_\_\_ Is the Cadet in the top 5% of his/her JROTC Class?
7. \_\_\_\_ Is the Cadet in the top 10% of his/her High School Class?
8. \_\_\_\_ Is the Principal's Letter of Recommendation attached?
9. \_\_\_\_ Is the SMI's Letter of Recommendation attached?
10. \_\_\_\_ Is the Cadet accepted at a college or university for admission in the fall semester? please state the name of the college/university: \_\_\_\_\_

### Certification

I, the undersigned, affirm that the above nominee meets the eligibility criteria for the Paul Carrington SAR Brewster Memorial HISD JROTC Scholarship.

\_\_\_\_\_  
Signature

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

\_\_\_\_\_  
Name

Please email the form and letters to: [ROTC.HoustonSAR@Gmail.com](mailto:ROTC.HoustonSAR@Gmail.com) and the HISD Director of JROTC Military Instruction.

**TEXAS SOCIETY, SONS OF THE AMERICAN REVOLUTION  
YOUTH AWARDS, CONTESTS, and EVENTS**

**PARENTAL/GUARDIAN PERMISSION FORM AND RELEASE**

- Adams Brochure Contest       Americanism Poster Contest       C.A.R. Essay Contest  
 Rumbaugh Orations Contest       Knight Essay Contest       JROTC Medal & Contest  
 Jos. Martin Video Contest       King Eagle Scout Contest       Cohen 4-H Public Speaking Contest  
 Color Guard       Other

I am the Participant (if 18 or older) or the parent/legal guardian of \_\_\_\_\_ (child's name, hereinafter the "Participant"). I am familiar with the above designated award program(s), contest(s), or event(s) of the Sons of the American Revolution (hereinafter the "Program") and am willing to and hereby give my consent to have the Participant participate in the Program(s)/Activities identified above. The Participant shall abide by the rules of the Program as determined in the sole discretion of the Society. Participant understands that failure to abide by the rules of the Program and this Agreement shall be grounds for disqualification.

I hereby assign and grant to the Texas Society of the Sons of the American Revolution and its local chapters (hereinafter the "Society") the right and permission to use and publish photographs/film/videotape/electronic representations and/or sound recordings of me or the Participant at all Sons of the American Revolution activities and to have the photographs/film/videotape/electronic representations and/or sound recordings and any other materials related to the Program (including but not limited to essays, posters, and written scripts, or transcribed oral presentations) published in newspapers or other periodicals or in other media, such as television or radio, including those of the local chapter of the Sons of the American Revolution or of the state and national societies of the Sons of the American. All materials submitted to the Society as part of a Program, including all copyrights to same (hereinafter the "Materials") shall become the sole property of the Society. All content in the Materials shall be original material unless prior written permission to re-publish has been granted to the Participant and such right is transferred in writing to the Society prior to submission. Society shall have all rights relating to the Materials, including the right to create derivative works that include the Material in whole or in part. Use of Materials by the Society does not guaranty that the Participant is a winner of a Program, nor obligate the Society to compensate me or the Participant in any way.

I hereby release and hold harmless the Society, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with a Program from any and all liability related in any way to the Participant's participation in the Program, and from the use and publication of photos, video and other materials authorized by this Agreement. The Society is not responsible for any errors or omissions, or anything else (including but not limited to the failure of audio-video equipment, technical malfunctions, deletions, errors in transmissions, and human error) relating to the Program. I also indemnify and hold harmless the Society for any violation of copyright or other intellectual property right brought against the Society for the use or publication of non-original materials included in the Materials.

I hereby authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of the said photographs/film/videotapes/electronic representations and/or sound recordings of the Participant and Materials without limitation at the discretion of the Society and I specifically waive any right to any compensation the Participant or I may have for any of the foregoing.

I hereby request that the child's surname not be published, but instead be referred to only by the first letter of the last name (for example, instead of using John Doe, John D. would be used.)

\_\_\_\_\_  
Participant Signature (if 18 or older)

Date: \_\_\_\_\_, 20\_\_\_\_

By checking this box & typing your name electronically above you acknowledge that this entry will signify your consent, just as if you had signed a paper document.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

If Under 18

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_  
Parent or Adult Guardian Signature

By checking this box & typing your name electronically above you acknowledge that this entry will signify your consent, just as if you had signed a paper document.



# Biographical Information

*Sons of the American Revolution*

*Please use additional paper if needed.*



\_\_\_\_ Mr. \_\_\_\_ Ms. \_\_\_\_\_  
*First Middle Last*

Parent(s)/Guardian(s) Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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

\_\_\_\_ Private/Parochial \_\_\_\_ Public School District: \_\_\_\_\_

School Activities (clubs, JROTC, athletics, leadership positions, etc.; include number of years active):

Community Activities (religious, Scouting, volunteer, leadership positions, etc.; include number of years active):

Post-Secondary Plans:

## Adobe PDF Form Instructions

This PDF fillable form requires that you have and use the latest version of Adobe Acrobat Reader. You can download this for free from <http://get.adobe.com/reader/>. Please make sure you download the correct version for your system's operating software. There are different versions for different Windows, iOS, and Android operating systems. In addition, make sure you check for updates by going to the Adobe website or by opening up Adobe Acrobat Reader, clicking on "Help" and then clicking on "Check for Updates."

Save the form before entering information for this SAR Bronze ROTC Medal Nomination Form. Replace the file name with the following format: *Doe John – Bronze ROTC Medal Form.pdf*. The choice of the folder you save the document is your choice.

Special Notice regarding a Failure to Complete a SAR PDF Form Successfully. The most frequent complaint received centers on the inability to fill-in forms successfully and save the completed form. Such a problem usually occurs because: (1) Instructions are not followed; (2) The computer you are using does not have an authentic copy of Adobe Acrobat Reader installed on it; (3) The computer you are using has not been programmed to associate PDF files with your authentic Adobe Reader software; and/or, (4) The user does not realize that Microsoft Windows 10 uses Edge as the default internet browser.

Please be aware that some computer manufacturers and internet browsers install alternative software instead of the free Adobe Acrobat Reader. While these PDF viewers will open and let you read almost all PDF files/forms, they will ***not*** allow you to complete or fill in a PDF fillable form. Therefore, it is crucial that your computer has an authentic copy of Adobe Acrobat Reader, preferably Adobe Acrobat Reader XI or later. Note that the following are not authentic Adobe Acrobat PDF readers: PDF Pro 10, Sumatra PDF, Nitro Reader, Foxit Reader, PDF-XChange, or Microsoft PDF Preview.

After ensuring that Adobe Acrobat Reader is the default PDF reader, verify that it is *associated* by following these instructions for Windows 10: On the left end of the taskbar, Right-click on the "Start Icon." Left-click on "Control Panel" and then Left-click on "Default Programs." Left-click on "Associate a file type or protocol with a program." On the left side under "Name," scroll down to .pdf and read across the line through "Description" to "Current Default." Make sure it says Adobe Acrobat Reader or Adobe Acrobat Reader DC.

If you are using Windows 10, know that your default browser is Edge and not Explorer. The Edge and Explore icons look alike, but it is not so on close examination. Edge does not work currently with specific PDF files, especially Adobe-created files. The solution is to download Mozilla Firefox, Google Chrome, or reinstall Explorer.

If your computer's default software to read PDF files is something other than Adobe Acrobat Reader, you can choose to open them with Adobe Acrobat Reader anyway; this allows you to take advantage of fillable forms, hyperlinks, buttons and other features that Acrobat (PDF) documents often contain. To ensure that you are opening an Acrobat file (PDF) in Adobe Acrobat Reader, first find the file on your computer. Instead of double-clicking to open the file, you should right-click on the file instead. This will open a small action menu. Look down the list of options for a selection named "open with." If you hover over that selection, it will expand to show a list of options for opening the PDF. Next, you should left-click on Adobe Acrobat Reader in the list. Your PDF will now open the program it was intended to be used. NOTE: This will not change the defaults of your computer. It will only use Adobe Acrobat Reader this one time.

Apple has its own program to open Adobe Acrobat Reader files. One problem in using OS X Preview to fill in form fields is that the filled-in forms will probably not be viewable on a Windows system. The solution is to change the "Open With" default application to "Adobe Reader." An internet search using the phrase "adobe reader for pdf files on a mac" should give you more information. You might also want to do an internet search for the phrase "how to configure Mac OS X to open PDF files with Adobe Reader." It has been suggested that to configure Mac OS X to open PDFs with Reader or Acrobat, do the following, but there may be other options:

1. Click the PDF file's icon in the Finder to select it.
2. Choose file> Get Info.
3. Click the triangle next to Open With.
4. Choose Adobe Reader from the Open with menu (if not on the list, choose "Other").
5. Click Change All.

If you still have a problem with this form, please get in touch with the Chapter's JROTC/ROTC Chairman at the bottom of the form.