

Linn County R-I Public School

P.O. Box 130, 15533 Hwy KK
Purdin, Missouri 64674-0130

Ryan Livingston
Superintendent
(660) 244-5035

Candi Gray
Principal
(660) 244-5045

March 17, 2020

Senior Parents,

I met with the senior class today to give them some information about how the scholarship process will work while we are out of school. I wanted to share some important information with you as well.

- Students were encouraged to download or send themselves via email as many scholarships as possible while at school today. If I receive any new applications while school is out, I will post them on the school's website and send an email to seniors about the new application and the due date.
- If a student needs to hand-write any part of an application, they can use the app Doc Hub (or a similar PDF app) to take a picture of each page of the application and Doc Hub will turn the picture into a PDF that they can then email me.
- Any scholarships that say submit to Mrs. Black, must be emailed to me by the due date to be considered for selection.
- To submit an application, students will have two choices, either mail the application on their own OR email the completed application to me and I will mail it off or hand deliver the applications, for those that are close.
- Due dates will still be strictly enforced during the closure. If a student is sending me an application to be postmarked or delivered to an office by a certain time, they need to allow time for me to print those applications and get to the post office or the office where they are being delivered. FYI: I will use the Brookfield Post Office to mail and the lobby closes at 4:30.
- If a company or organization sponsoring a scholarship changes their due date, I will notify students through email of that change, so far no changes have been made.
- If you need a letter of recommendation, it will be very important to give teachers plenty of time to write one and email it back to you. If a teacher has already written one for you and you plan to use it again, have an electronic copy of that letter otherwise you cannot email it to me.

Please contact me at cblack@linnr1.k12.mo.us if you have any questions and encourage your student to check their email daily.

Thank you,

Catherine Black
School Counselor

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