



9/1/2025

Higher Learning & Excellence Scholarship Ministry *Handbook*



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Friendship Baptist Church Higher Learning & Excellence Scholarship Ministry

PURPOSE / MISSION

The purpose of the Higher Learning & Excellence Scholarship Ministry is to provide sound personal guidance from both a biblical and educational perspective for participating students and their parents, to facilitate the granting of scholarship awards (*financial assistance to those students who meet the stated requirements*) and to provide support to students, and their parents/guardians, who are within Kindergarten through 12th grades and members of Friendship Baptist Church. The scholarships are awarded in recognition of the scholastic achievement and ministry service participation of those students who are enrolled and consistently active in this Friendship Baptist Church ministry during the award period.

MINISTRY SCRIPTURE

“Whatever you do, work at it with all your heart, as working for the Lord, not for human masters, 24 since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving.” (*Colossians 3:23, 24 – NIV*)



MINISTRY GUIDELINES

The Higher Learning & Excellence Scholarship Ministry is composed of (2) divisions: the Elementary Division and Middle/High School Division. The Minister of Children, Youth & Young Adults (CYYA) directs both divisions. Since that position is currently vacant, Pastor Jaron Singley, who oversees that position as the Executive Pastor of Ministries, will be providing oversight.. Each division will have a Scholarship Committee that will handle data collection and student tracking throughout the school year.

To participate and be eligible for awards, the parent or guardian of the applicant must be an active member of Friendship Baptist Church. The applicants are to be active participants of Friendship Baptist Church by regularly attending Ex Hour or another Bible study class and participating in at least one other church ministry (scholarship ministry not included). Bible studies other than Ex-Hour, must be approved by the Minister of CYYA. All applicants must submit a completed application package to the Higher Learning Scholarship Committee by the determined deadline. The application is accessible online at:

<https://www.wearefriendship.church/scholarship>.

Regular attendance will consist of attendance at 50% of available classes and ministries within the period from September 1st through March 31st of the scholarship year. Attendance will be verified by Friendship Baptist Church's Planning Center database which has been installed to verify and/or monitor member participation. The student, parent or guardian is responsible for checking in for attendance for each Friendship Baptist Church ministry and/or class. **Students must maintain a 50% minimum attendance rate in Ex Hour and/or Bible Study classes.**

Each applicant will be assigned an advisor who is a member of the Higher Learning Scholarship Ministry. It is the responsibility of the applicant to keep in touch with his/her advisor each month to update them on their scholastic, extracurricular activities, spiritual progress, and any changes or questions. All copies of grades, progress reports, certificates and letters of recognition from school, church members, and the community must be submitted by applicants via the online Scholarship Ministry uploader site. The report card/transcript of the student will be used as a tool to qualify candidates for specific awards. GPA will be calculated based on core or academic classes. (Examples, Language Arts, Math, Foreign Languages, History and Science). All materials must be submitted by uploading to the Scholarship Ministry's online site by the determined deadlines.

All advisors will make adequate attempts to contact students, parents or guardians monthly regarding academic progress, church attendance, ministry participation and college aspirations, as well as review uploaded file materials. All documents submitted by applicants are to be placed in student's uploaded file. Additionally, each 6th -12th grade student will be required to submit a résumé (examples pages 11 & 12) at the end of the academic year to be considered for a scholarship award. Every advisor will work with their students to complete and/or update their résumé throughout the school year.



KINDERGARTEN – 5TH GRADE / ELEMENTARY DIVISION GUIDELINES

As a ministry, we match families with a mentor who makes monthly contact with families. The mentor tracks and collects report cards, special awards and any other documents that show the child's academic progress throughout the school year. The mentor may also attend outside functions in which the child is involved if notified. At the end of the traditional school year, the mentor nominates the child for an award that is consistent with their academic and spiritual growth. Each child in the program receives an award for participation and may receive an additional monetary award should they qualify according to the award designations. Each monetary award will be banked with the church until the student graduates from high school and is accepted into a higher learning institution/program.

- New and Returning students must complete applications annually during the month of September.
- Children in grades K-5 who are members of Friendship Baptist Church and whose parent/guardian submit a complete application by the posted deadline, usually the end of September.
- We serve children in all areas of educational development, including those with learning disabilities and Individualized Educational Plans (IEPs).
- The Grading Scales will only consider the following subject categories:
 - Reading/Language Arts
 - Writing
 - Math
 - Science
 - History/Social Studies



Eligibility Requirements for Friendship Baptist Church

Elementary School Awards

(Kindergarten – 5th Grade)

<u>Awards Descriptions:</u> Description of Eligibility	<u>Award</u>
Participating: <ul style="list-style-type: none"> • Active in Ex Hour, Children's Church or Bible Study • Active in at least one other ministry 	<ul style="list-style-type: none"> • Certificate of Participation
Kindergarten: <ul style="list-style-type: none"> • All kindergarten students • Active in Ex Hour, Children's Church or Bible Study • Active in at least one other ministry 	<ul style="list-style-type: none"> • \$25 credited towards the students' files, which can be cashed out in their senior year. • Medallion • Certificate
Scholastic Progress: <ul style="list-style-type: none"> • Awarded to 2 students who have demonstrated most improvement over the award years. • Active in Ex Hour, Children's Church or Bible Study • Active in at least one other ministry • 2.0 – 2.99 GPA 	<ul style="list-style-type: none"> • \$50 credited towards the students' files, which can be cashed out in their senior year. • Medallion • Certificate
Christian Growth: <ul style="list-style-type: none"> • Awarded to 2 students who demonstrated dedication and growth within ministry • Active in Ex Hour, Children's Church or Bible Study • Active in at least one other ministry • 2.0 – 2.99 GPA 	<ul style="list-style-type: none"> • \$50 credited towards the students' files, which can be cashed out in their senior year. • Medallion • Certificate
Honors: <ul style="list-style-type: none"> • Active in Ex Hour, Children's Church or Bible Study • Active in at least one other ministry • 3.0-3.49 GPA 	<ul style="list-style-type: none"> • \$75 credited towards the students' files, which can be cashed out in their senior year. • Medallion • Certificate
Academic Excellence: <ul style="list-style-type: none"> • Active in Ex Hour, Children's Church or Bible Study • Active in at least one other ministry • 3.5 GPA or higher 	<ul style="list-style-type: none"> • \$100 credited towards the students' files, which can be cashed out in their senior year. • Medallion • Certificate



6TH – 12TH GRADING SCALE / POINT SYSTEM & CLARIFICATION

Ex Hour and/or Bible Study Attendance (Max 10 points): Attendance is defined as being present, signing in, and participating in any Ex Hour and/or Bible Study class that Friendship Baptist Church offers.

*If a Bible Study class is requested to be in lieu of Ex Hour, parents/guardians **MUST** receive prior approval directly from Executive Pastor Jaron Singley before it can be utilized as an option. Otherwise, it will not be considered for inclusion as a qualification.

Ministry Involvement (Max 20 points): Ministry Involvement is actively participating in any ministry Friendship Baptist Church offers excluding Ex Hour and Bible Study. Attendance and participation will be verified by the appropriate Ministry Leader.

Outside Reference Letter (Max 5 points): A letter of reference or recommendation from a principal, counselor or teacher at the student's current school of attendance, or the leader from a community organization. *Note*, for Future Leaders Award, the Reference Letter must specifically identify the students' leadership position, example(s) of demonstrated leadership skills, awards and/or activity.

Ministry Reference Letter (Max 10 points): A letter of reference or recommendation from the ministry leader(s) of the student's current Friendship Baptist ministry.

Proof of College Registration (Seniors Only, Mandatory): Proof of acceptance, admittance and intent to attend (ie official copy of student's registration deposit receipt) a two year or four-year college, university or vocational, technical school is required before the issuing of any senior scholarships.

Proof of Leadership (Max 15 points): Proof of leadership will be assessed through letters of recommendation (see Above reference) and the résumé. Examples may include but are not limited to community service, leadership positions held and leadership awards received within Friendship Baptist Church &/or outside.

GPA (Max 20 points): Grade Point Average determined for the current academic school year for 6th – 11th. In the case of graduating 12th grade seniors, scholarship GPA's are determined by the accumulative 9th – 12th high school grade point average of the students. Weighted classes (ie AP/Honors) apply while nonacademic extracurricular classes do not.

ACED Participation (Max 10 points): Participation in various events sponsored by the Academic and Career Enrichment Department (ACED) is a requirement to receive certain scholarships from the Higher Learning Scholarship Ministry. ACED includes College & Career Prep Initiative, tutoring & Higher Learning Scholarship ministry. **2 points** will be given for attending any event sponsored by ACED and **1 point** will be given for any event sponsored by another organization (ex. SAT Prep sponsored by Sylvan). Attendance will be verified by registration forms AND sign in sheets.

Deadlines (Max 10 points): Completing and submitting required information and assignments will be required to qualify for certain scholarships from the Higher Learning Scholarship Ministry.



Eligibility Requirements for Friendship Baptist Church **Middle and High School Awards** (6th – 11th Grade)

Future Leaders Award- \$175.00

Candidate must be an active member of Baptist Church and a member of the scholarship the current award year and must demonstrate the

1. Regularly attend Ex Hour and/or Bible
2. Be involved in another ministry within the
3. One Outside Reference Letter (see page 7)
4. Minimum 3.5 cumulative GPA
5. Given to:
 - a. Four (4) Freshmen
 - b. Three (3) Sophomores
 - c. Three (3) Juniors

Scholarship:

Future Leaders Award

<i>Qualification</i>	<i>Min.</i>	<i>Max</i>
Ex Hour attendance	5	10
Ministry Involvement	15	20
Outside Reference Letter	5	5
Ministry Reference Letter	0	10
Proof of College Registration	N/A	
Proof of Leadership	12	15
GPA	17.5	20
ACED Participation	6	10
Deadlines	8	10
Total	68.5	100

Friendship ministry during following: Study church

Academic Excellence- \$150.00

Candidate must be an active member of Friendship and a member of the scholarship ministry during award year and must demonstrate the following:

1. Regularly attend Ex Hour and/or Bible Study
2. Be involved in another ministry within the
3. Minimum 3.5 cumulative GPA

Scholarship:

Academic Excellence Award

<i>Qualification</i>	<i>Min</i>	<i>Max</i>
Ex Hour attendance	5	10
Ministry Involvement	10	20
Outside Reference Letter	0	5
Ministry Reference Letter	0	10
Proof of College Registration	N/A	
Proof of Leadership	0	15
GPA	17.5	20
ACED Participation	5	10
Deadlines	7	10
Total	44.5	100

Baptist Church the current church



Honors - \$100.00

Candidate must be an active member of Friendship Baptist Church and a member of the scholarship ministry during the current award year and must demonstrate the following:

1. Regularly attend Ex Hour and/or Bible Study
2. Be involved in another ministry within the church
3. Minimum 3.0 cumulative GPA

Scholastic Progress - \$75.00

Candidate is eligible for this award with an improvement GPA showing upward progress from the start of the ministry year to the end of the ministry year and must be a member of Friendship Baptist Church scholarship ministry during the current award year.

1. Regularly attend Ex Hour and/or Bible Study
2. Be involved in another ministry within the church

Christian Growth Award- \$75.00

Candidate must be an active member of Friendship Baptist Church and a member of the scholarship ministry during the current award year and must demonstrate the following:

1. Regularly attend Ex Hour and/or Bible Study
2. Be involved in another ministry within the church.
3. One Bible Study or Ex Hour Reference Letter
4. One Ministry Reference Letter
5. Minimum 2.5 cumulative GPA

Scholarship:

Honors Award

Qualification	Min.	Max
Ex Hour attendance	5	10
Ministry Involvement	10	20
Outside Reference Letter	0	5
Ministry Reference Letter	0	10
Proof of College Registration	N/A	
Proof of Leadership	0	15
GPA	15	20
ACED Participation	5	10
Deadlines	7	10
Total	42	100

Scholastic Progress Award

Qualification	Min	Max
Ex Hour attendance	5	10
Ministry Involvement	10	20
Outside Reference Letter	0	5
Ministry Reference Letter	0	10
Proof of College Registration	N/A	
Proof of Leadership	0	15
GPA	0	20
ACED Participation	7	10
Deadlines	7	10
Total	29	100

Scholarship:

Christian Growth Award

Qualification	Min	Max
Ex Hour attendance	5	10
Ministry Involvement	10	20
Bible Study or Ex Hour Reference Letter	4	5
Ministry Reference Letter	9	10
Proof of College Registration	N/A	
Proof of Leadership	0	15
GPA	12.5	20
ACED Participation	3	10
Deadlines	3	10
Total	46.5	100



Eligibility Requirements for Friendship Baptist Church **Senior Scholarship Awards**

The Bishop James D. Carrington Award (1) - \$2,000.00 and Laptop Computer or Equal Value

Candidate must be an active member of Friendship Baptist Church and a member of the scholarship ministry for at least three years and must demonstrate the following:

1. Regularly attend Ex Hour and/or Bible Study
2. Be involved in another ministry within the church
3. One Outside Reference Letter
4. One Ministry Reference Letter
5. Minimum 3.75 cumulative GPA
6. Proof of acceptance and registration/or a signed letter of intent to attend a four-year college/university.

Scholarship:

Bishop James D. Carrington Award

<i>Qualification</i>	<i>Min.</i>	<i>Max</i>
Ex Hour attendance	5	10
Ministry Involvement	15	20
Outside Reference Letter	4	5
Ministry Reference Letter	8	10
Proof of College Registration	Mandatory	
Proof of Leadership	12	15
GPA	18.7 5	20
ACED Participation	5	10
Deadlines	8	10
Total	75.7 5	100

A.D. Kendrick Founders Award (2) - \$1,500.00 and Laptop Computer or Equal Value

Candidate must be an active member of Friendship Baptist Church and a member of the scholarship ministry for at least two years and must demonstrate the following:

1. Regularly attend Ex Hour and/or Bible Study
2. Be involved in another ministry within the church
3. One Outside Reference Letter
4. One Ministry Reference Letter
5. Minimum 3.5 cumulative GPA
6. Proof of acceptance and registration/or a signed letter of intent to attend a four-year college/university.

Scholarship:

A. D. Kendrick Founders' Award

<i>Qualification</i>	<i>Min</i>	<i>Max</i>
Ex Hour attendance	5	10
Ministry Involvement	15	20
Outside Reference Letter	4	5
Ministry Reference Letter	8	10
Proof of College Registration	Mandatory	
Proof of Leadership	10	15
GPA	17.5	20
ACED Participation	5	10
Deadlines	8	10
Total	72. 5	100



Friendship Award (3) - \$1,250.00 and Laptop Computer or Equal Value

Candidate must be an active member of Friendship Baptist Church and a member of the scholarship ministry for at least two years and must demonstrate the following:

1. Regularly attend Ex Hour and/or Bible Study
2. Be involved in another ministry within the church
3. One Outside Reference Letter
4. One Ministry Reference Letter
5. Minimum 3.25 cumulative GPA
6. Proof of acceptance and registration/or a signed letter of intent to attend a four-year college/university.

Scholarship:

Friendship Award

Qualification	Min.	Max
Ex Hour attendance	5	10
Ministry Involvement	10	20
Outside Reference Letter	3	5
Ministry Reference Letter	8	10
Proof of College Registration	Mandatory	
Proof of Leadership	8	15
GPA	16.25	20
ACED Participation	3	10
Deadlines	7	10
Total	60.25	100

Higher Learning Award (1) - \$1,000.00 and Laptop Computer or Equal Value

Candidate must be an active member of Friendship Baptist Church and a member of the scholarship ministry for at least two years and must demonstrate the following:

1. Regularly attend Ex Hour and/or Bible Study
2. Be involved in another ministry within the church
3. One Outside Reference Letter
4. One Ministry Reference Letter
5. Minimum 3.0 cumulative GPA
6. Proof of acceptance and registration/or a signed letter of intent to attend a four-year college/university. Students attending trade school or community college will be awarded upon receipt of registration classes.

Scholarship:

Higher Learning Award

Qualification	Min.	Max
Ex Hour attendance	5	10
Ministry Involvement	10	20
Outside Reference Letter	3	5
Ministry Reference Letter	6	10
Proof of College Registration	Mandatory	
Proof of Leadership	6	15
GPA	15	20
ACED Participation	3	10
Deadlines	7	10
Total	55	100



Virginia Lineburger Service Award (1) - \$750.00

Candidate must be an active member of Friendship Baptist Church and a member of the scholarship ministry for at least one year and must demonstrate the following:

1. Regularly attend Ex Hour and/or Bible Study
2. Be involved in:
 - a. two ministries within the church **or**
 - b. one ministry within the church AND one community service organization
3. One Outside Reference Letter
4. One Ministry Reference Letter
5. Minimum 2.75 cumulative GPA
6. Proof of acceptance and registration/or a signed letter of intent to attend a four-year college/university. Students attending trade school or community college will be awarded upon receipt of registration classes.

Scholarship:

Virginia Lineburger Service Award

<i>Qualification</i>	<i>Min.</i>	<i>Max</i>
Ex Hour attendance	5	10
Ministry Involvement	16	20
Outside Reference Letter	3	5
Ministry Reference Letter	8	10
Proof of College Registration	Mandatory	
Proof of Leadership	6	15
GPA	13.5	20
ACED Participation	5	10
Deadlines	5	10
Total	61.5	100

Director's Award (2) - \$250.00

Candidate must be an active member of Friendship Baptist Church and a member of the scholarship ministry for at least one year and must demonstrate the following:

1. Regularly attend Ex Hour and/or Bible Study
2. Be involved in another ministry within the church
3. One Outside Reference Letter
4. One Ministry Reference Letter
5. Minimum 2.0 cumulative GPA
6. Proof of acceptance and registration/or a signed letter of intent to attend a four-year college/university. Students attending trade school or community college will be awarded upon receipt of registration classes.

Scholarship:

Director's Award

<i>Qualification</i>	<i>Min.</i>	<i>Max</i>
Ex Hour attendance	5	10
Ministry Involvement	14	20
Outside Reference Letter	3	5
Ministry Reference Letter	8	10
Proof of College Registration	Mandatory	
Proof of Leadership	5	15
GPA	12.5	20
ACED Participation	5	10
Deadlines	5	10
Total	57.5	100



2025-2026 Scholarship Deadlines

LINE #	TASKS	TIME FRAME	DATE
1	Scholarship Ministry Applications Due	SEPTEMBER 7 th - 30 th	9/30
2	Parent & Youth Scholarship Orientation	2nd Thursday in OCTOBER @ 7:30 pm???	10/09
3	1 ST QUARTER 2025-2026 Grades due	DECEMBER	12/31
4	1 st TRIMESTER 2025-2026 Grades Due	DECEMBER	12/31
5	1 st SEMSTER 2025-2026 Grades Due	FEBRUARY	2/28
6	2nd QUARTER 2025-2026 Grades Due	FEBRUARY	2/28
7	SENIOR TRANSCRIPT DUE	FEBRUARY	2/28
8	2 ND TRIMESTER GRADES DUE	MARCH	3/31
9	ALL FINAL RESUME DUE & LETTERS OF RECOMMENDATION	APRIL	4/30
10	SENIOR BIO & PICTURE DUE PROOF OF COLLEGE REGISTRATION DUE	MAY	5/10
11	RSVP FOR AWARD CEREMONY	JUNE	6/7
12	AWARD CEREMONY	4 TH Saturday in June	6/27
13	BACCALAUREATE SERVICE	4 TH Sunday in June @ 8 am Service	6/28



Carolyn Simpson

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Education

High School Diploma- John Deere High School, Santa Ana, CA June 2019

School Activities

- Freshman Football Team 2015-2016
- Debate Club 2014-2015
- JV Basketball Team 2015-2016
- Senior Class President 2018-2019

Spiritual Involvement

- Sunday School 2006-2010; 2013-2015
- Youth Usher Board 2013-2016
- SOS service ministry 2011-2015
- Passion & Purity Class 2012; 2014; 2015

Work Experience

- Juice It Up Oct 2013-Nov 2013
- Toys R Us Dec 2014- July 2015

Volunteer Experience

- Math Tutor- School Resource Room Sept 2013-May 2014
- AYSO Soccer-Coach July 2015- Nov 2015
- Reading to the Sedentary- reading to members of Garden Care Retirement Home 2016- March 2017

Awards

- Scholar Athlete- High School Nov 2013- May 2016
- Volleyball MVP Dec 2015
- Honor Roll 2013 -2016
- Graduation with High Honors May 2017

Affiliations/Memberships

- NSHHS- National Scholastic High School Aug 2016- Lifetime
- Christian Scholar Athletes- high School 2017-2019

Community Service

- Social outreach for change- Feeding the homeless
- Habitat for Humanity- building homes for the needy

Interests

- Scholastic Reading Book Club
- Long Board Surfing
- Building Electronic Toys

Academic Enrichment

- Princeton Review Class for SAT
- CCICP workshops

Experience

- Minister outreach- Mission Trip to San Paolo, South America
- Construction Work- Habitat Humanity



Academic & Career Enrichment Department

The Academic & Career Enrichment Department (ACED) is comprised of the Higher Learning Scholarship Ministries, Tutoring Ministry and the College & Career Prep Initiative (CCPI). Each ministry will work united to help advance and enrich the education and future careers of students at Friendship Baptist Church. The purpose is to provide beneficial and relevant information, strategies and training to ultimately guide students to higher education and fulfilling careers.

The Higher Learning & Excellence Scholarship Ministry requires participation in ACED events, workshops and resources. Participation directly leads to points towards a scholarship. The ways a student can earn points include but are not limited to:

- Attending tutoring
- Visiting the CCPI Resource table
- Attending College Prep Day
- Attending a Test Prep

The dates for the Spring CCPI events are as follows:

Events	Calendar date
Fall 2025 CCPI Planning Meeting	TBA
Spring 2026 CCPI Planning Meeting	TBA
College Conversation Sunday	TBA
College and Career Prep Day	TBA
Saturday Science Fun Day	TBA
College Visits	02/01/2026 - Black College Expo
College Resource Table Quad (between services)	TBA

Times, locations and more information to follow.



Acknowledgment, Agreement and Receipt

I have received my copy of the Higher Learning & Excellence Scholarship Ministry Handbook.

The student handbook describes important information about Friendship Baptist Church and Higher Learning Scholarship Ministry, and I understand that I should consult the Minister of Student Ministries regarding any questions not answered in the handbook. I have entered into a relationship with the Higher Learning & Excellence Scholarship Ministry voluntarily and acknowledge that there is no specified length of participation. Accordingly, I may terminate participation at will, with or without cause, at any time but understand that I may forfeit the monetary awards for that academic year.

This manual and the policies and procedures contained herein supersede any and all prior practices, oral or written representations, or statements regarding the terms and conditions of your participation in Higher Learning & Excellence Scholarship Ministry. By distributing this handbook, Friendship Baptist Church's Higher Learning & Excellence Scholarship Ministry expressly revokes any and all previous policies and procedures which are inconsistent with those contained herein.

I understand that any and all policies and practices may be changed at any time by Friendship Baptist Church, and the ministry reserves the right to change conditions at any time. All such changes will be communicated through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies. Only the Senior Pastor, Executive Pastor or Minister of Student Ministries has the ability to adopt any revisions to the policies in this handbook.

I understand and agree that nothing in the Higher Learning & Excellence Scholarship Ministry Student Handbook creates, or is intended to create, a promise or representation of continued participation and that participation in Higher Learning & Excellence Scholarship Ministry is voluntary, which may be terminated at my own will. Furthermore, I acknowledge that this handbook is neither a contract of service nor a legal document.

I have received the handbook, and I understand that it is my responsibility to read and comply with the policies contained in this handbook and any revisions made to it.

Parent or Guardian's Name (Print)

Parent or Guardian's Signature

Student's Name (Print)

Student's Signature

Date

TO BE PLACED IN STUDENT'S PERSONNEL FILE