

## *Society for the Increase of the Ministry (SIM)*

### **For Students Attending Non-Episcopal Seminaries**

#### **About the Mechanics of making application:**

- After you have received authorization from the Financial Aid Officer of your seminary to submit an application, please go to our website [www.simministry.org](http://www.simministry.org) and click on:
  - **"Seminarrians"** – then move cursor down to
  - **"Scholarships"** – then move cursor over to
  - **"Forms – Alternative Program"** – click for page listing Letter of Instructions, criteria, and forms.
  - **"Application Form D"** (new) or **"Application Form E"** (renewal)
- You may type directly onto the form but since there is no way to save it, you will want to gather all the data first and then enter on form before printing.
- Print a hard copy of your completed application form, sign and date it.
- Applications submitted electronically either to SIM will not be accepted.
- Finally, scholarship applications must be submitted as a complete package. That is to say, we ask you to collect all the required documents and send them to your Bishop for his/her approval and have your bishop send the signed and completed application package to us at the address below. Remember your application must be approved by your bishop (page 4 of application).
- The deadline to receive your completed application in the SIM office from your bishop's office is March 15, 2011. Owing to the late date of Easter, it is our intention that you will know of our decision by May 20, 2011.

If you have any questions, you may email or call the SIM office:

Ms. Ruth McElraevy  
Scholarship Program Administrator  
[Ruth@simministry.org](mailto:Ruth@simministry.org)  
860/233/1732

924 Farmington Avenue, Ste 100  
West Hartford CT 06107