

HOW TO PROMOTE PENNSYLVANIA FREE ENTERPRISE WEEK IN YOUR SCHOOL

- ★ Hang the poster(s) in a conspicuous location(s) throughout your school. (NOTE: PLEASE ENTER YOUR NAME IN THE WHITE SPACE PROVIDED ON THE POSTER SO THAT INTERESTED STUDENTS KNOW WHO TO CONTACT TO COLLECT AN APPLICATION)
- ★ Announce that applications are available to sophomores and juniors and where the applications can be picked up (Feel free to make copies of the enclosed applications or download additional applications from our website at www.pfew.org to pass out). **Students may also submit an application directly on our website, but MUST print out a signature sheet for you to sign and mail to the PFEW office in order for their application to be complete.**
- ★ List PFEW under the Summer Opportunities of your **school's website**. This will help spread the word to students who might not have you in class to learn about PFEW.
- ★ Publish an article about PFEW in your **school's newspaper**. Contact our offices for a mini press release and interview any past PFEW graduates to help personalize the article.
- ★ Encourage teachers of advanced placement, honors, economics, social studies, marketing and business classes, etc. to make their students aware of the scholarships available to them by giving the teachers a copy of the application. If they would like their own complete packet or need additional information, please have them contact our office.
- ★ This program is a wonderful opportunity for students to use to complete their **senior projects**. We would be more than happy to assist a student with any requirements they may have to do this.
- ★ Host a **PFEW presentation**. Contact our offices to book a representative to visit your school to talk to your students about PFEW. We urge you to use our representative and/or your PFEW graduates to help encourage your other students to attend our program. Many PFEW graduates have indicated that they would be willing to promote PFEW in their schools. (a list of recent graduates can be obtained on our website at www.pfew.org. Click on the educators tab and the "Lookup your Student's Status" link)
- ★ Post and/or share the "Why Attend PFEW" flyer (on back of this sheet) and our Penn College flyer with your students and their parents.

HOW TO ACCEPT AND PROCESS STUDENT APPLICATIONS

- ★ As applications are returned to you, ensure that all of the information on each application is complete and correct.
- ★ All required signatures must be on the application for the student to be considered for a scholarship to attend the program. This includes the signature of the student, a legal guardian and that of the proper school official/educator (front). *(Prior to mailing, Please be sure to detach and submit the application portion only and retain the information page for your students' records.)*
- ★ **There is NO limit to the number of applications you may submit, so please send as many applications as you wish.** PFEW is in the unique position of having unlimited potential in scholarships. In the event that there are a number of well-qualified students, it is possible to continue raising scholarships from business and civic organizations in your area.
- ★ **All completed applications are to be submitted to Pennsylvania Free Enterprise Week by March 2, 2018 ("Early Bird" Deadline) and no later than April 6, 2018 – please mark your calendar.**

Pennsylvania Free Enterprise Week

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Find us online at... 🌐: www.pfew.org

Twitter: @PFEW_ORG

Facebook: <https://www.facebook.com/PFEW1>

Instagram: [pfew_org](https://www.instagram.com/pfew_org)