

I. PURPOSE

The overall purpose of the TSO Scholarships Program is to fulfill Society Purpose V.

II. GOAL

To provide funds for non-traditional types of professional development activities for TSO members.

III. **AMOUNT:** The amount available per member will be **\$500**.

IV. GENERAL INFORMATION/ELIGIBILITY

- A. Applicant must secure current form from State Headquarters at P. O. Box 797787, Dallas, Texas 75379-7787, chapter president, alphastx@sbcglobal.net or www.alphastatetexas.org
- B. Applicants must have been a member of the Texas State Organization for a minimum of five years **before June 1** of the application year.
- C. Applicant should document active participation in the Texas State Organization (TSO) of Delta Kappa Gamma Society International through such things as attendance at chapter meetings, service committees, elected offices, chapter projects and activities, attendance at workshops, conventions, etc.
- D. Scholarship recipients are expected to remain active contributing members of the Society.
- E. Eligible non-traditional activities include, but are not limited to attendance at a professional conference or workshop that has the potential to enhance one's professional skills; research activities; and other types of activities, the value of which can be justified by the applicant. Delta Kappa Gamma sponsored activities, such as TSO Midwinter Conference or Purposeful Living Seminars, will not be funded.
- F. In the Goals/Justification of Event(s) or Activities, the applicant must include a detailed description of the event(s)/activities, the program's specific goals, and the professional enhancement expected to be experienced.
- G. The budget may include related expenses, such as educational materials, transportation, meals, childcare, etc.
- H. The applicant is responsible for submitting all required data including: completed application, endorsement letters.
- I. The scholarships chairman or committee can assume no responsibility for collecting data for any application.
- J. Incomplete/Unsigned applications will not be considered.
- K. **Faxed** applications will **not** be accepted.

V. APPLICATION PROCEDURE

- A. The application form must be completed in its entirety and must be signed by the applicant.
- B. The application form must be accompanied by two (2) letters of recommendation with original signatures:
 - 1. One letter must be from the chapter president. The letter should address chapter participation in areas such as attendance, committees, projects, chapter activities and offices held. *(If applicant is the current chapter president, please state that fact and secure a substitute letter from another officer.)*
 - 2. The second letter of support must be from the applicant's immediate

- supervisor.
- C. The completed application and the two letters of recommendation must be submitted in **one** envelope.
- D. The application materials must be postmarked no later than March 1 of the year in which the application is made.

VI. INFORMATION ON DISTRIBUTION AND DOCUMENTATION

- A. Stipends are paid **after July 1** of the scholarship year.
- B. Stipends of up to \$500 are paid after recipient provides proof of enrollment or activity.
- C. The scholarship time period begins July 1 in the year of receipt of the scholarship to the end of the spring term May 31 of the following calendar year. **No recipient will receive an award unless enrollment is for the time period for which the scholarship is granted.**
- D. A recipient cannot receive a state scholarship or mini-grant for more than two years in succession. Applicants may apply for an additional scholarship after a lapse of one (1) year. A recipient may receive only one (1) scholarship per year.
- E. A recipient may not accept a State monetary award and International Delta Kappa Gamma Scholarship for the same fiscal year.

CHECK LIST: Did you remember to:

- ____ 1) sign your application?
- ____ 2) provide all letters of recommendation with original signatures?
- ____ 3) give your date of initiation?
- ____ 4) complete the Goals/Justification of the Event or Activity?
- ____ 5) document your contribution to the TSO of Delta Kappa Gamma Society International?
- ____ 6) respond to each request for information?
- ____ 7) submit all required data in one envelope?

MUST BE POSTMARKED NO LATER THAN MARCH 1, 2012