

# TSO 3 Hour Graduate/Undergraduate Scholarship Guidelines

2012

## I. PURPOSE

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

## II. GOAL

To provide funds for 3 hour graduate/undergraduate study for TSO members.

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

## IV. GENERAL INFORMATION/ELIGIBILITY

- A. Applications are available from [www.alphastatetexas.org](http://www.alphastatetexas.org), [chapter president](mailto:chapter president), or State Headquarters, [alphasttx@sbcglobal.net](mailto:alphasttx@sbcglobal.net), (972.930.9945).
- B. Applicant must have been a member of the Texas State Organization (TSO) for a minimum of two (2) years **before June 1** of the application year.
- C. Applicant should document active participation in the TSO of Delta Kappa Gamma through such things as attendance at chapter meetings, service through committees, elected offices, chapter projects and activities, attendance at workshops, conferences, conventions, etc.
- D. Scholarship recipients are expected to remain active contributing members of the Society.
- E. The applicant must provide a statement of purpose and specify the area of study, including dates and specific goals. In this section, the applicant should also indicate whether the course work is for a degree or a particular certification.
- F. The applicant is responsible for submitting all required data including: completed application, complete current transcript(s), endorsement letters.
- G. The scholarships chairman or committee can assume no responsibility for collecting data for any application.
- H. Incomplete/Unsigned applications will not be considered.
- I. 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:
  1. three (3) letters of recommendation with original signatures:
    - a. 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 the applicant is the current chapter president, please state that fact and secure a substitute letter from another officer.)*
    - b. The second letter of support must be from the immediate supervisor or principal of the applicant. This letter should address the personality, ability, and scholarship of the applicant.
    - c.. The third letter must address the applicant's character.
  2. a complete current transcript. Unofficial copies are acceptable.
- C. The application materials must be postmarked no later than March 1 of the year in which the application is made.
- D. The completed application, the three letters of recommendation, and the transcript(s) must be submitted in **one** envelope.

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## VI. INFORMATION ON DISTRIBUTION AND DOCUMENTATION

- A. Stipends are paid **after July 1** of the scholarship year.
- B. Stipends of \$500 are paid after recipient provides proof of registration for three (3) credit graduate/undergraduate hours work for a degree and/or certification.
- C. The scholarship time period is one year: beginning June 1 in the year of receipt of the scholarship to the end of the spring term May 31 of the following calendar year. An exception will be considered for those enrolling in non-traditional study time frames. **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 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 and International Delta Kappa Gamma Scholarship for the same scholarship year.

### CHECK LIST: Did you remember to:

- \_\_\_\_\_ 1) sign your application?
- \_\_\_\_\_ 2) provide all letters of recommendations with original signatures, including a character letter?
- \_\_\_\_\_ 3) give your date of initiation?
- \_\_\_\_\_ 4) complete the Statement of Purpose?
- \_\_\_\_\_ 5) document your contribution to the TSO of the Delta Kappa Gamma Society International?
- \_\_\_\_\_ 6) indicate your area of study?
- \_\_\_\_\_ 7) respond to each request for information?
- \_\_\_\_\_ 8) submit all required data in one envelope?

**MUST BE POSTMARKED NO LATER THAN MARCH 1, 2012**