

Transfer Excellence Scholarship



Serving Phi Theta Kappa scholars
who are transferring to a four-year institution

*Alpha Omega
Carolinas Region Alumni Association
2023-2024*

Transfer Excellence Scholarship Application

Purpose:

The purpose of the Transfer Excellence Scholarship is to support active Phi Theta Kappa scholars with financial resources to help cover transfer expenses for enrollment in a four-year institution during the fall academic semester of 2024.

Conditions of Eligibility:

- Applicant must be a Phi Theta Kappa member in good standing and currently enrolled at a two-year college in North Carolina, South Carolina, or Bermuda with a minimum cumulative GPA of **3.00** at the time of application.
- Part-time students, full-time students and international students are eligible to apply.
- Applicants (1) must have joined Phi Theta Kappa and (2) must be active members (as defined by their chapter's Constitution) at the time of application.
- Applicants must be admitted into a four-year institution and provide proof of enrollment upon entrance in fall semester 2024 for funds to be dispersed.

Application Procedure:

- **Applicant** – You are required to complete Forms A-1, B, and C, and attach any unofficial college transcript(s) of all coursework completed within the past five years. All applications must be submitted through the portal. There will be no exceptions.

- **Phi Theta Kappa Advisor** – Complete and sign the certification on Form A-2. This may be done digitally as long as the form itself is sent from the Advisor's email address to the Alumni Advisor team at alphaomegaptk2001@gmail.com. Please CC the applicant on this email. Label the subject line with the applicant's last name dot first name dot transferexcellence (ie smith.taylor.transferexcellence).

- **Letter of Recommendation** – Two letters of recommendation are required (Forms D and E). The recommendation letter must address the topic indicated ([to be emailed directly to alphaomegaptk2001@gmail.com](#)) on this form. Please CC the applicant on this email. Label the subject line with the applicant's last name dot first name dot transferexcellence (ie smith.taylor.transferexcellence). No more than **ONE** letter of recommendation for each form will be considered. The recommendation letters and Forms D & E **must be signed and dated** by the author of the letter.

Transfer Excellence Scholarship Application

Application Deadline & Details:

- Completed applications must be submitted in its entirety through the portal no later than **Sunday, February 4th, 2024 at 11:59 PM EST**. If the forms are not **received in their entirety (i.e documents submitted and letters of recommendation received)**, it will be considered **ineligible and will be disqualified**.
- All forms must be in document form or PDF.
- Do **NOT** attach resumes or additional materials.

Submission Procedures:

Please use the following link to submit your application package:

<https://forms.gle/KXZrYSfuVCpDQK276>

You will need to log in under your own email address once you have accessed this form. You may only submit one application per member. If an applicant has any questions regarding their submission, they may contact the Alumni Advisors at alphaomegaptk2001@gmail.com.

List of Forms:

- FORM A-1: Biographical Information and Certification
- FORM A-2: Advisor Certification
- FORM B: Transfer Excellence Essay
- FORM C: Educational Plan, Current Education, and Release Authorization
- FORM D: Recommendation Letter – Focus on Academic Ability
- FORM E: Recommendation Letter – Focus on Scholarly Leadership

Transfer Excellence Scholarship Application

Form A-1

Biographical Information

[No Point Value]

The following questions identify you and your academic background. This information will be used only in connection with your application for this scholarship initiative and will be divulged only to qualified persons who must see them in the course of their duties.

To be completed by the scholarship applicant. Please upload this document to the Scholarship Portal

DO NOT attach resumes or other additional material.

Applicant:

Legal Name: _____

Last

First

M.I.

Permanent Address: _____

Number

Street

Apartment Number

City

State/Providence

Zip/Postal Code

Telephone: (____) _____ E-mail: _____

Two-Year College Name: _____

Location: _____ Campus: _____

City State/Providence

Phi Theta Kappa Chapter: _____

Date Joined and/or Inducted: _____

Transfer Excellence Scholarship Application

Form A-2

Advisor Certification Form

[No Point Value]

To be completed by the Phi Theta Kappa Chapter Advisor. **Advisor may sign and send directly to the Alumni Advisors at alphaomegaptk2001@gmail.com. Please CC the applicant on this email. Label the subject line with the applicant's last name dot first name and then transferexcellence (i.e. Smith.Taylor.transferexcellence).**

Phi Theta Kappa Advisor: _____

College: _____

Address: _____

Telephone: (____) _____ E-mail: _____

I verify that _____ is a Phi Theta Kappa member in good standing.

Chapter Advisor Signature: _____

Date: _____

Transfer Excellence Scholarship Application

Form B

Transfer Excellence Essay

[35 points value]

Write an original essay on the topic as described below. It must be double spaced, 12-point font, Times New Roman. This document will need to be uploaded to the Scholarship Portal.

An essay over two one-sided pages will result in a reduction of points.

“Education is the most powerful weapon which you can use to change the world.”

Nelson Mandela

Nelson Mandela was one of the world’s most passionate advocates for education. How have you been motivated throughout your educational journey? How have you taken the lead in your education as a scholarly leader?

Transfer Excellence Scholarship Application

Form C

Educational Plan

[10 points value]

Attach a one-page, double spaced response that describes both your immediate and long-term educational plan as detailed below.

Immediate Plan: Detail YOUR educational objective(s) and cite YOUR specific goals for the 2023 – 2024 academic year (Fall - Spring - Summer).

Long Term Plan: Explain YOUR educational objective(s) and cite YOUR specific goals that you plan to pursue after you have completed your highest level of degree(s). Include the degree(s) and timeline in which you intend to complete, and how you plan to incorporate servant leadership ideals into your career and life once you have achieved your educational plan.

Current College Education

[5 points value]

Detail your current academic standing.

Degree Program: _____

What is your GPA? _____ on a _____ point scale.

Submit this document along with your unofficial college transcript(s) of all coursework completed within the past five years

Release Authorization (Mandatory)

PRIVACY ACT ADVISORY STATEMENT: The privacy act of 1974 (P.L. 93-579) requires you to be given certain information in connection with this request for information. Accordingly, pursuant to the requirements of the Act, please be advised:

1. The authority for the collection of this data is Public Law 93-642.
2. Furnishing the information is voluntary.
3. The principal purpose(s) for which the data will be used is selection of the Transfer Excellence Scholarship recipient(s).
4. Other routine uses of the data are for public relations including press releases to news media.
5. Failure to complete this form will disqualify the student as a Transfer Excellence Scholarship applicant.

AFFIRMATION OF CANDIDACY AND AUTHORIZATION FOR RELEASE OF INFORMATION

I, _____, affirm my wish to be considered for the Transfer Excellence Scholarship competition. Permission is hereby given to officials of my community or junior college to release transcripts of my academic record to date and other requested information for consideration for the Transfer Excellence Scholarship competition. Any part of this application may be released for public consumption.

Date: _____

Applicant's Signature: _____

Transfer Excellence Scholarship Application

Form D

Recommendation Letter

[25 points value]

FOCUS on Academic Ability

To be completed by a **faculty member or administrator at the community college** where the applicant is currently enrolled who **may or may not** have taught the applicant. Please ensure that the letter is **Signed and Dated** as this could impact their scoring if it is not provided. This document as well as a **completed FORM D** will need to be sent directly to the Alumni Advisors from the individual submitting to alphaomegapik2001@gmail.com. Please CC the applicant on this email. Label the subject line with the applicants last name dot first name then dot transferexcellence(i.e. Smith,Taylor.transferexcellence).

Discuss the applicant's academic performance. Describe a specific incident that demonstrates the applicant's superior academic ability. Thank you for taking the time to provide a recommendation on behalf of this applicant.

To assist the preparer, the applicant should provide a biographical history to the individual preparing this letter. The person providing this recommendation should review the biographical information prior to writing the recommendation.

Name of Applicant: _____
Last First M.I.

Your Name: _____
Last First M.I.

Title: _____

Address: _____
Number Street Apartment Number

_____ City State/Province Zip/Postal Code

Telephone: (____) _____

E-mail: _____

How long have you known the applicant? _____

In what capacity? _____

Signature: _____ Date: _____

Transfer Excellence Scholarship Application

Form E

Recommendation Letter

[25 points value]

FOCUS on Scholarly Leadership

*To be completed by a member of faculty, staff or administration at the two-year college where the applicant is currently enrolled, or a member of the community who has observed or worked with the applicant in a **scholarly leadership** role. Please ensure that the letter is **Signed and Dated** as this could impact their scoring if it is not provided. This document as well as a **completed FORM E** will need to be sent directly to the Alumni Advisors from the individual submitting to alphaomegaptk2001@gmail.com. Please CC the applicant on this email. Label the subject line with the applicant's last name dot first name dot transferexcellence (i.e. Smith.Taylor.transferexcellence).*

Discuss the applicant's instances of scholarly leadership. Describe a specific incident that demonstrates the applicant's scholarly leadership. Thank you for taking the time to provide a recommendation on behalf of this applicant.

To assist the preparer, the applicant should provide a biographical history to the individual preparing this letter. The person providing this recommendation should review the biographical information prior to writing the recommendation.

Name of Applicant: _____
Last First M.I.

Your Name: _____
Last First M.I.

Title: _____

Address: _____
Number Street Apartment Number

_____ City State/Province Zip/Postal Code

Telephone: (____) _____ E-mail: _____

How long have you known the applicant? _____

In what capacity? _____

Signature: _____ Date: _____