

The Joan Keller Scholarship

2023-2024



Serving Phi Theta Kappa scholars who
have demonstrated servant leadership

*Alpha Omega Carolinas Region
Alumni Association*

Purpose:

The purpose of the Joan Keller Scholarship is to provide active Phi Theta Kappa scholars who have demonstrated servant leadership on campus and/or in the community with financial resources to help defray educational expenses for the Academic Year 2023-2024 while enrolled at a two-year institution.

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 cumulative GPA of 3.25 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 enrolled at a two-year college in North Carolina, South Carolina or Bermuda for the academic year 2023-2024, taking a minimum of six credits per semester; thus, totaling a minimum of 12 academic credits within an ongoing program of study during the scholarship period. Courses for non-credit or audit grade status do **NOT** qualify in the total credits earned and attempted.
 - Applicants must have demonstrated servant leadership on campus and/or in the community.

Application Procedure:

- **Applicant** – An application portal link will be available to enable you to submit your forms electronically. You are required to complete Forms A-1, B, and C, and attach an **UNOFFICIAL** college transcript 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 in 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 JKS (i.e., smith.taylor.jks).

➤ **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 JKS (i.e., smith.taylor.jks). 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.

Application Deadline & Details:

➤ Completed applications must be SUBMITTED IN ITS ENTIRETY through the Portal no later than September 17, 2023, at 11:59 PM EST. If the forms are not **received in their entirety (i.e., documents submitted to PORTAL 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/pZiayziGc3djQLHEA>

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: Biographical Information and Certification

FORM B: Servant Leadership Essay

FORM C: Educational Plan, Current Education, and Release Authorization

FORM D: Recommendation Letter – Focus on Academic Ability

FORM E: Recommendation Letter – Focus on Servant Leadership

Joan Keller Scholarship Application

Form A-1

Biographical Information [No Point Value]

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

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.

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 _____

Form A-2

Advisor Certification Form [No Point Value]

Applicant Certification To be completed by the Phi Theta Kappa Chapter **Advisor**. **The Advisor may sign and scan back to applicants to upload in Portal or may 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 JKS (i.e. smith,taylor,jks).**

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 _____

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Form B

Servant Leadership 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 the 500-word limit is subject to point deduction.

“The best test, though difficult to administer, is: Do those served grow as persons, do they while being served, become healthier, wiser, free, more autonomous, more likely themselves to become servants? And what is the effect on the least privileged in society . . .”

Robert K. Greenleaf, *The Servant as Leader*

Greenleaf believes that servant leaders are the key to building our future society. Share your philosophy on servant leadership and its importance in our communities (no more than 250 words), and why you believe you are a servant leader. Cite at least one specific example of your servant leadership (no more than 250 words—total word count for an essay is 500 words).

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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 Joan Keller 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 Joan Keller Scholarship applicant.

AFFIRMATION OF CANDIDACY AND AUTHORIZATION FOR RELEASE OF INFORMATION

I, _____, affirm my wish to be considered for the Joan Keller 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 Joan Keller Scholarship competition. Any part of this application may be released for public consumption.

Date _____ Applicant's Signature _____

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Form D

Recommendation Letter [25-point 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 it to alphaomegaptk2001@gmail.com. Please CC the applicant on this email. Label the subject line with the applicant's last name, dot first name then dot JKS (i.e., smith,taylor.jks).

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 Suite/Apartment/Room

City State/Province Zip/Postal Code

Telephone (____) _____

E-mail _____

How long have you known the applicant? _____

In what capacity?

Signature _____ Date _____

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Form E

Recommendation Letter [25-point value]

FOCUS on Servant 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 **servant 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 it 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 JKS (i.e., smith.taylor,jks).*

Discuss the applicant's instances of servant leadership. Describe a specific incident that demonstrates the applicant's scholarly fellowship. 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 Suite/Apartment/Room

City State/Province Zip/Postal Code

Telephone (____) _____

E-mail _____

How long have you known the applicant? _____

In what capacity? _____

Signature _____ Date _____