

The Joan Keller Scholarship

Serving Phi Theta Kappa scholars
who have demonstrated servant leadership



Phi Theta Kappa
Carolinas Regional Alumni Association
2017 – 2018 Academic Year

Joan Keller Scholarship Application

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 2017 – 2018 while enrolled in 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 or South Carolina 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 or South Carolina for the academic year 2017 – 2018, taking a minimum of six credits per semester; thus, totaling a minimum of 12 academic credits within an ongoing degree program 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 – Complete Forms A, B, and C, and attach an **OFFICIAL** college transcript of all coursework completed within the past five years.
- Phi Theta Kappa Advisor – Complete and sign the certification in Form A.
- Letter of Recommendation – Two letters of recommendation are required (Forms D and E). The recommendation letter **must address the topic indicated on the form**. 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.
- Do **NOT** type or write on the Judge's Evaluation Form (Form F).

Application Deadline & Details:

- Completed applications must be **received in their entirety** at Carolinas Regional Alumni Advisor's office, Ms. Pepe Zerda, no later than **8 p.m., Monday, October 30, 2017**. Entries received thereafter will be disqualified. Candidates will receive an email confirmation upon receipt of application.
- Materials cannot be submitted by fax machine or e-mail.
- Incomplete applications will be deemed ineligible.
- All forms must be word processed or typed.
- Do **NOT** attach resumes or additional materials.

Submission Procedures:

- Submit **one** original application with the official transcript. Applications must be collated in form order and stapled in the upper left hand corner.
- Mail to:
Ms. Pepe Zerda / Mail Code DS – M
Phi Theta Kappa – Keller Scholarship Application
Trident Technical College
P.O. Box 118067
Charleston, SC 29423 – 8067

Joan Keller Scholarship Application Form A

Biographical Information and Certification Form

[No Point Value]

To be completed by the scholarship applicant

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/Province Zip/Postal Code

Telephone (_____) _____ E-mail _____

Two-Year College Name _____

Location _____ Campus _____
City State/Province

Phi Theta Kappa Chapter _____

Date Joined and/or Inducted _____

Applicant Certification

To be completed by the Phi Theta Kappa Chapter Advisor

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 _____

Joan Keller Scholarship Application Form B

Servant Leadership Essay

[35 points value]

Write an original essay on the topic as described below. It must be double spaced, with a font size NO SMALLER THAN 10-point for ease of readability. Attach essay to this form with a staple, left corner.

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—citing at least one specific example of your servant leadership (no more than 250 words—total word count for essay is 500 words).

Name _____
Last First M.I.

Joan Keller Scholarship Application Form C

Educational Plan

[25 points value]

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

Immediate Plan: Detail **YOUR** educational objective(s) and cite **YOUR** specific goals for the 2017 – 2018 academic year (Fall - Spring - Summer).

Long Term Plan: Explain **YOUR** educational objective(s) and cite **YOUR** specific goals after you have completed your terminal degree (the highest degree you plan to earn). Include the terminal degree, when you plan to complete it, and how you will incorporate servant-leadership into your career when 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.

One official college transcript must be attached to your original signed application.

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 _____

Joan Keller Scholarship Application 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.*

Discuss the applicant's academic performance. Describe one specific incident that demonstrates this applicant's superior academic ability.

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 _____

Thank you for taking the time to provide a recommendation on behalf of this applicant.

Please return this form and your letter to the applicant. Both must be signed.

Joan Keller Scholarship Application 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.*

Discuss the applicant's servant leadership performance. Describe one specific incident that demonstrates this applicant's superior servant leadership.

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 nominee? _____

In what capacity? _____

Signature _____ Date _____

Thank you for taking the time to provide a recommendation on behalf of this applicant.

Please return this form and your letter to the applicant. Both must be signed.

Joan Keller Scholarship Application Form F

Judge's Form – To be completed **ONLY** by a Keller Scholarship Judge.

This page must be attached at the end of the application and must be submitted blank.

<u>Criterion</u>	<u>Points</u>
Servant Leadership Essay [35 points value] Writing Quality of Essay – [10 points value] Content – [25 points value]	_____
Comments:	
Educational Plan [25 points value] Immediate Plan - [10 points] Long Term Plan - [15 points]	_____
Comments:	
Current College Education [5 points value] Comments:	_____
Scholarship Recommendation Letter [25 points value] Comments:	_____
Servant Leadership Recommendation Letter [25 points value] Comments:	_____
Total Points Post point value to cover page	_____
Judge's Initials	_____