

# 2010 Guistwhite Scholarship Application

## Overview:

The purpose of this merit-based scholarship program is to enhance Phi Theta Kappa members' attainment of baccalaureate degrees. Additionally, this program serves to recognize members' academic and leadership achievements, particularly as they relate to involvement in Phi Theta Kappa programs. The criteria are designed to find students who excel academically; demonstrate intellectual rigor in their course of study; show academic growth; and use their community college education to better themselves, their schools and their communities. Up to twenty Guistwhite Scholars will each receive a \$5,000 scholarship. The cash awards will be disbursed prior to each academic term. Scholars enrolled full-time will receive four equal payments of \$1,250 per semester. Awards for part-time Scholars will be disbursed as follows: \$925 per semester for Scholars enrolled 9-11 hours and \$625 per semester for Scholars enrolled in 6-8 hours. These amounts will be awarded until the total amount of the scholarship has been disbursed or the student discontinues attendance in a baccalaureate degree program. In addition, certain criteria will be required in order to maintain the scholarship (e.g. 3.0 GPA, no incomplete coursework, minimum enrollment of 6 credit hours, etc.). Guistwhite Scholars will be recognized on-stage at the Phi Theta Kappa International Convention in Dallas, Texas, April 16-18, 2009. Scholars will receive certificates and commemorative medallions.

## Eligibility Requirements:

- The applicant must be an active member of Phi Theta Kappa.
- The applicant must be enrolled in a community college through December 2009.
- Students need to have at least 45 semester (or 60 quarter) college-level credits completed at or accepted for transfer to a community college by December 31, 2009, and must also intend to have at least 53 semester (or 79.5 quarter) college-level credits at community college by August 31, 2010. Students must have at least 30 semester (or 45 quarter) college-level credit hours completed at a community college in the past five years (fall 2004-present).
- The applicant must post a minimum cumulative grade point average of 3.5 on a 4.0 grading scale on all college-level credit coursework completed within the last five years (minimum of 30 semester hours). If the student has attended more than one school, all transcripts will be recalculated to determine the cumulative GPA for all college-level coursework taken in the past five years (fall 2004-present). GPA will be evaluated at the point of application.
- The applicant should expect to transfer to a four-year college in 2010. At the time of transfer to a regionally accredited four-year college, the student must be admitted with junior-level status in his/her major program of study and be enrolled in a minimum of six credit hours per semester.
- The applicant's record must be free from suspension, probation or other disciplinary action.
- The applicant's record must be free from any criminal conduct or, if the applicant is a convicted felon, has he or she must have completed all conditions of sentencing, including probation.

## Application Procedures:

- The applicant must complete and sign the Biographical Form and obtain two signed letters of recommendation.
- The registrar of the applicant's community college must complete the College Registrar's Certification Form and attach a copy of the applicant's official college transcript.
- Additional applications may be downloaded at [www.ptk.org/schol/guistwhite/welcome.htm](http://www.ptk.org/schol/guistwhite/welcome.htm).
- All forms must be assembled and mailed in one packet. Photocopied forms may be submitted, but materials submitted via e-mail or fax will not be accepted. Partial materials, even submitted before the deadline, will be deemed ineligible.
- All materials must be received (not postmarked) at Phi Theta Kappa Headquarters on or before December 1, 2009. Items received after the deadline will not be accepted. Applicants selected as finalists will be required to submit a final official transcript.

## Mail completed packets to:

Phi Theta Kappa  
Scholarship Programs Department  
1625 Eastover Drive, Jackson, MS 39211

**1. PERSONAL INFORMATION:** Biographical Form to be completed by the applicant

Name: \_\_\_\_\_  
(Last Name) (First Name) (Middle Initial)

Phi Theta Kappa Member Number: \_\_\_\_\_  
(Your member ID# can be found on your membership card. If you do not have your membership card, please contact Key Services at 800.946.9995.)

Community College: \_\_\_\_\_ Campus: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Your Permanent Home Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Home Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Cell phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

E-mail: \_\_\_\_\_  
(Select an email address that will follow you if you move)

Course of Study: \_\_\_\_\_ Highest Degree Objective: \_\_\_\_\_

Current degree expected (check one)  AA  AS  AAS  BA  BS Expected Date: \_\_\_\_/\_\_\_\_  
(mo/yr)

Cumulative GPA (include all college-level coursework for past 5 years, fall 2004-present, even if at multiple institutions. GPA is evaluated at point of application.): \_\_\_\_\_ (4.0 scale)

College-Level Credits: Earned: \_\_\_\_\_ Quarter Hours  Semester Hours  Credits currently carried: \_\_\_\_\_  
(Include all college-level work in the past 5 years, fall 2004-present, even if at multiple institutions.)

How did you hear about this scholarship opportunity? \_\_\_\_\_

Gender (optional): \_\_\_\_ M \_\_\_\_ F

Race (optional):

- Asian, Asian-American or Pacific Islander  Caucasian
- American Indian or Alaskan Native  Hispanic
- Black or African American  Other

Citizenship Status (required):

- U.S. Citizen  U.S. Permanent Resident
- Cuban-Haitian Entrant  U.S. National
- Asylee  Humanitarian Parolee
- Refugee  International Student with "F" Visa
- Temporary Resident (legalization program)  International Student with "M" Visa
- Other (please list) \_\_\_\_\_

Use additional pages to complete the following sections. Put each answer on a separate sheet of paper. Number each part and include your name, school and email address at the top of each page. Double space your answers, use type no smaller than 10-point, pay attention to length limits and please use complete names rather than acronyms. Do not include any information that you would not want released publicly. Contents are subject to rigorous fact-checking.

**2. TRANSCRIPTS** (with optional addendum)

When you submit your application materials, please include official transcripts from ALL colleges you have attended in the past five years (fall 2004-present), even if you are no longer attending. The transcript for your current institution may be an official or unofficial transcript. In addition, you must send separately, for arrival by February 1, 2010, a final official transcript reflecting fall semester 2009 grades and credits, and they must show that you have completed 45 semester (or 60 quarter) college-level credits by December 31, 2009. Transcripts are used to verify your GPA and your GPA is reviewed at the point of application. If your transcript shows remedial or developmental courses (e.g. Pre-Algebra or Basic Writing, usually characterized as being below 100 level coursework), those courses and grades will be removed to determine your cumulative GPA and total number of completed credits. If you would like to explain special circumstances that have affected the transcript (withdrawals or a drop in grades, for example), an addendum of no more than half a typed page will be accepted. Judges will deduct points for a large number of withdrawals or a drop in grades without adequate explanation.

**3. DISCUSSION QUESTIONS** (each answer may not exceed one half typed page).

**A)** If applicable, describe paid positions, with dates and estimated time spent, as well as family or other non-volunteer obligations you have, while attending community college (do not include activities listed in other sections of this application).

**B)** Why did you choose to attend a community college?

**4. CAMPUS INVOLVEMENT** (may not exceed one typed page).

Using numbers and bullets rather than paragraph form, list NO MORE THAN THREE community college organizations in which you have participated. Feel free to include any honors or awards received related to your involvement. Be certain to include dates, leadership positions held, time spent (hours/week), plus specific activities or duties performed and scope or impact of your work. Do not include activities listed in the previous sections. Judges will consider ONLY the first page.

**5. COMMUNITY ACTIVITIES** (may not exceed one typed page).

Using numbers and bullets rather than paragraph form, list NO MORE THAN THREE community activities in which you have participated since you have been enrolled in community college. Feel free to include any honors or awards received related to your activities. Be certain to include dates, leadership positions held, time spent (hours/week), plus specific activities or duties performed and scope or impact of your work. Do not include activities listed in the previous sections. Judges will consider ONLY the first page.

**6. LETTER OF RECOMMENDATION #1** (Leadership letter).

Letters of recommendation give judges an expanded picture of the nominee's academic and leadership accomplishments and civic involvement. This letter must be from a current community college faculty member, administrator or dean and should give specific examples of how the student has demonstrated leadership abilities, service involvement, and impact outside the classroom. This letter must not exceed two pages typed and double-spaced, must be typed on letterhead in type no smaller than 10 point, and signed. Your letter must be clearly identified as letter of recommendation #1 at the bottom of the letter.

Current Community College: (check one)  Faculty Member  Administrator  Dean

Name: \_\_\_\_\_ Known: \_\_\_\_\_ mo/yrs

Title: \_\_\_\_\_

Telephone: ( \_\_\_ ) \_\_\_\_\_ Email: \_\_\_\_\_

**7. ESSAY QUESTION** (may not exceed two pages, typed and double-spaced).

Describe your most significant endeavor since attending community college in which you applied your academic or intellectual skills from your community college education to benefit your school, community or society. The essay topic can focus on such things as community/service, research, the arts, public affairs, etc. Judges will consider originality, initiative, degree of difficulty, results and benefit to society. ONLY two double-spaced typed pages will be considered. Please limit your answer to ONE specific endeavor.

**8. LETTER OF RECOMMENDATION #2** (Endeavor letter)

The second letter of recommendation should be from a mentor or supervisor who was directly involved in the endeavor that the nominee writes about in the essay. This letter should focus on the merits and impact of the endeavor discussed in the nominee's essay. If the endeavor discussed in the essay is a group project, the mentor should discuss the role the student played in the project and its success. This letter must not exceed two pages typed and double-spaced, must be typed on letterhead in type no smaller than 10 point, and signed. Your letter must be clearly identified as letter of recommendation #2 at the bottom of the letter.

Mentor From: (check one)  Campus  Community  Professional

Name: \_\_\_\_\_ Known: \_\_\_\_\_ mo/yrs

Title: \_\_\_\_\_

Telephone: ( \_\_\_ ) \_\_\_\_\_ Email: \_\_\_\_\_

**9. WAIVER AND SIGNATURE(S)**

The information I have submitted for competition in the 2010 Guistwhite Scholarship application is true to the best of my knowledge. I understand that the contents of this nomination are subject to verification. I acknowledge that if any of the contents of this form are untrue or if I engage in activities inconsistent with being held up nationally as an outstanding student, I could be disqualified even after notification. I acknowledge that my record is free from any criminal conduct, or if a convicted felon, I have completed all terms and conditions of sentencing, including probation. I understand that any part of this application may be released to the public through the media (excluding social security numbers).

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Date)

**Acknowledgement of Intention to Enroll**

I hereby acknowledge my intention to enroll in a four year college or university in a minimum of six credit hours per semester in Month \_\_\_/Year \_\_\_\_\_. I fully understand my receipt of any stipend for the Guistwhite Scholarship is contingent upon my enrollment at a four-year institution.

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Date)

## College Registrar's Certification Form

To be completed and signed by the community college registrar

Applicant's name: \_\_\_\_\_  
(Last Name) (First Name) (M.I.)

Community College: \_\_\_\_\_ Campus: \_\_\_\_\_

College Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Registrar Name: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

### Eligibility data:

- Yes  No 1. Is the applicant currently enrolled at this college and campus, and will the applicant be enrolled at least through December 2009?
- Yes  No 2. Will the applicant have at least 45 semester (or 60 quarter) college-level credit hours taken at community college by December 31, 2009, and be on pace and intend to have at least 53 semester (or 79.5 quarter) college-level credit hours at community college by August 31, 2010?
- Yes  No 3. Has the applicant completed at least 30 semester (or 45 quarter) college-level credits at a community college in the past five years (fall 2004-present)? (Do not include any developmental/remedial courses in cumulative number of credits.)
- Yes  No 4. Does the applicant post a minimum cumulative grade point average of 3.5 out of a possible 4.0 in all college credit coursework completed in the last five years? (GPA is considered at the point of application.)
- Yes  No 5. Is the applicant a member of the college's Phi Theta Kappa chapter?
- Yes  No 6. Is the applicant's transcript for all coursework completed within the last five years attached? (including college-level coursework taken at other institutions)
- Yes  No 7. Is the applicant's record currently free from any type of disciplinary action?

\*If you have checked NO on any of the preceding questions, this applicant is ineligible for consideration in the Guistwhite Scholarship competition.

\_\_\_\_\_  
(Signature of Registrar)

\_\_\_\_\_  
(Date)

### Checklist:

**Please assemble the application in the following order:**

1. College Registrar's Certification Form
2. Student's Signed Biographical Form
3. Transcript with optional addendum
4. Discussion Question A
5. Discussion Question B
6. Campus Involvement
7. Community Involvement
8. Letter of Recommendation #1 (Leadership Letter)
9. Student Essay
10. Letter of Recommendation #2 (Endeavor Letter)
11. Phi Theta Kappa Activities List
12. Phi Theta Kappa Activities Discussion Question

**This application must be received (not postmarked) on or before December 1, 2009.**

### Mail completed applications to:

Phi Theta Kappa  
Scholarship Programs Department  
1625 Eastover Drive  
Jackson, MS 39211

**For questions or additional information, call 601-984-3539.**

## **Phi Theta Kappa Activities Form**

You may type on this page, or use an additional page to complete the following section. Number each part and include your name, school and email address at the top of each page. Double space your answers, use type no smaller than 10-point, pay attention to length limits and please use complete names rather than acronyms. For question one (1), organize your answer in an easy-to-read format using bullets, numbers, or charts, rather than paragraph format.

### **1. Phi Theta Kappa activities (may not exceed one typed page).**

List NO MORE THAN THREE Phi Theta Kappa activities in which you have participated, with dates, leadership positions held, time spent (hours/week), specific activities or duties performed, and scope or impact of your work. Judges will consider ONLY the first page.

### **2. Discussion question (may not exceed one typed page).**

Describe the activity in which you participated as a member of Phi Theta Kappa that had the greatest impact on your life. Judges will consider ONLY the first page.