

The Joan Keller Scholarship

*Serving Phi Theta Kappa scholars
who have demonstrated servant leadership*



*Phi Theta Kappa
Carolinas Regional Alumni Association*

For Judge's Use Only

Score _____

Rank _____

Joan Keller Scholarship Application

Purpose:

The purpose of the Joan Keller Scholarship initiative 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 2009 – 2010 while enrolled in a two-year institution.

Conditions of Eligibility:

- A student 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.
- Students must have been (1) formally inducted into Phi Theta Kappa and (2) are active members (as defined by their chapter's constitution).
- Students must be enrolled at a two-year college in North Carolina or South Carolina for the academic year 2009 – 2010 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.
- The student making application must have demonstrated servant leadership on campus and/or in the community.

Application Procedure:

- Applicant – The applicant must 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 – The advisor must 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**.
- Do **not** type or write on the Judge's Evaluation Form (Form F).

Application Deadline:

- Completed applications must be **received** at the Carolinas Regional Alumni Advisor's office, Mrs. Beth Carraway, no later than 4 p.m., Thursday, **July 9, 2009**. Entries received after that date will be disqualified.
- 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 any additional materials.

Application Materials:

- Application packets can be requested by:
 1. using U.S. Mail by sending a self-addressed 10x13" postage-paid envelope to the contact address below, or
 2. going to the Carolinas Region website: <http://www.carolinasregion.org/Forms.htm>

Submission Procedures:

- Submit **one** original application and **three** (3) copies; thus, a package of four documents. Only the original application needs the official transcript. Others should have a photocopied transcript placed directly behind Form C. All applications must be collated in form order and stapled in the upper left hand corner.
- Send the packet directly to Horry-Georgetown Technical College at the following address.
Mail the packet to **Mrs. Beth Carraway**
Phi Theta Kappa – Keller Scholarship Application
4003 S. Fraser Street
Georgetown, SC 29440

Joan Keller Scholarship Application

Form A

Biographical Questionnaire and Certification Form [Zero point value]

To be completed by the 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 a qualified person 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 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 point value]

(Note: Essays that exceed the 500-word limit are subject to point loss.)

Please type your essay (double-spaced) and attach to this form. Use no smaller than 10-point type.

*“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 [10 point value]

In the space that follows **detail** your educational goal(s) and cite specific goals for the 2009-2010 academic year.

Current College Education [5 point value]

Degree Program: _____

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

One official college transcript must be attached to your original signed application. Photocopied transcripts are to be attached to the required copies of this application. See submission instructions for clarification.

Release Authorization

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: 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 nominee.*

Please discuss the applicant's academic performance. Describe a specific incident that demonstrates the applicant's superior academic ability.

The nominee should provide a copy of his/her biographical questionnaire 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 _____

Please return this form and the letter (both must be signed) to the applicant.

Joan Keller Scholarship Application Form E

Recommendation Letter [25 point value]

FOCUS: 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 discuss the applicant's servant leadership performance. Describe a specific incident that demonstrates the applicant's superior servant leadership.

The nominee should provide a copy of his/her biographical questionnaire 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 _____

Please return this form and the letter (both must be signed) to the applicant.

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.

Judge's Initials _____

Evaluation

Points

Servant Leadership Essay [35 point value]

Writing Quality of Essay – 10 points

Content – 25 points

Comments: _____

Educational Plan [10 point value]

Comments: _____

Current College Education [5 point value]

Comments: _____

Scholarship Recommendation Letter [25 point value]

Comments: _____

Servant Leadership Recommendation Letter [25 point value]

Comments: _____

Total Points _____

Post point value to cover page