

JEFFERSON COUNTY ALUMNAE CHAPTER  
*Delta Sigma Theta Sorority, Inc.*

“A SERVICE SORORITY”

**Scholarship Application**

Please **type** or **print** using **black** ink.

*Disclaimer:* If at any time during the application process we find you have supplied inaccurate information, your application will not be considered.

Name: \_\_\_\_\_  
*Last First Middle*

Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Student Phone: \_\_\_\_\_ Student Email: \_\_\_\_\_

Parent Phone: \_\_\_\_\_ Sex: M \_\_\_\_\_ F \_\_\_\_\_ Age: \_\_\_\_\_

High School: \_\_\_\_\_

GPA (2.8-3.5 on a 4.0 scale): \_\_\_\_\_ ACT Score \_\_\_\_\_  
(The unweighted g.p.a. will be used to determine scholarship eligibility. The g.p.a will not be recalculated or rounded.)

Extra-Curricular Activities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Honors/Awards: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Intended College/University: \_\_\_\_\_

Intended Major: \_\_\_\_\_

*Residency Requirement:* Applicants must reside in Jefferson or Shelby county to qualify for the scholarship.

**Career Goals:** \_\_\_\_\_  
\_\_\_\_\_

**Public Service:** (Please briefly describe community service activities.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ESSAY:** How can you use social media as a platform to enhance your career goals? (*Describe in 500 words or less on an attached sheet of paper.*)

**Materials needed for complete scholarship packet (Please see Scholarship Rules and Guidelines and Letter of Recommendation Guidelines for further instructions):**

1. Completed application
2. Two letters of recommendations (categories: teacher, counselor, mentor, minister, community service organization, or employer)
  - Letters must be written by two *different* people from two *different* categories listed.
  - Letters **MUST** also be written on letterhead of organization being represented and include address, phone number and email address.
  - Letter of Recommendation Forms *will not* be accepted.
  - Recommender must include their title and in what capacity they have known the applicant.
3. Copy of ACT results
4. An official transcript
5. Double-spaced typed essay
6. Please adhere to the deadline date. NO EXCEPTIONS.

The completed scholarship packet must be postmarked or time-stamped by *Tuesday, February 13, 2018*. Mail scholarship packet to:

**Jefferson County Alumnae Chapter  
Delta Sigma Theta Sorority, Inc.  
Attention: Scholarship Committee  
P.O. Box 11024  
Birmingham, AL 35202**

**Residency Requirement:** Applicants must reside in Jefferson or Shelby county to qualify for the scholarship.

## Scholarship Application Rules & Guidelines

1. The Scholarship Application and Essay may be uploaded to the JCAC Website at: <http://www.dstjcac.org/scholarship.aspx> (Please see upload instructions). However, if you would prefer, you may mail your application and essay.
2. If you upload the Scholarship Application and Essay, all other materials **must be** mailed.
3. **All** materials must be postmarked or time-stamped (Application and Essay) by Tuesday, February 13, 2018 at 11:59 PM. Mail scholarship packet to:

**Jefferson County Alumnae Chapter  
Delta Sigma Theta Sorority, Inc.  
Attention: Scholarship Committee  
P.O. Box 11024  
Birmingham, AL 35202**

4. Only official transcripts will be accepted.
5. Only the G.P.A. from the official transcripts will be used. The unweighted g.p.a. will be used to determine scholarship eligibility. The g.p.a will not be recalculated or rounded.
6. Letters of Recommendation and Transcripts may not be scanned and uploaded to the website.
7. Included in this application packet is a *Letter of Recommendation Guidelines* in order to assist those who you will ask to write your Letter of Recommendations. It will be helpful if you print a copy for each of your recommenders to ensure all directions are followed and all information requested is included in each Letter of Recommendation.
8. Failure to follow any of the above instructions or to completely fill out the application will automatically disqualify you from the next phase in the Scholarship Application process.
9. Please adhere to the deadline date. **NO EXCEPTIONS.**

**Residency Requirement:** Applicants must reside in Jefferson or Shelby county to qualify for the scholarship.

## Letter of Recommendation Guidelines

1. Letter of Recommendation Forms **will not** be accepted. Letters of Recommendation must be in a letter form.
2. Two letters of recommendations (categories: teacher, counselor, mentor, minister, community service organization, or employer) Letters must be written by two **different** people from two **different** categories listed.
3. Letters **must be** written on letterhead of organization being represented and must include address, phone number, and email address.
4. Letters **must be** signed. Digital signatures **will not** be accepted.
5. Recommender must include their title and in what capacity they have known the applicant. If recommender knows the applicant in more than one capacity (i.e. teacher *and* band director) they must state both capacities in the letter.
6. The Letter of Recommendation must include the following:
  - Leadership qualities and characteristics
  - Personal qualities and characteristics
  - In what capacity do they know the student (i.e., teacher, pastor, counselor, supervisor, mentor, etc.)
  - Affiliations inside **and** outside of school and leadership positions held within those organizations
7. Letters that do not include all of the requested information or fails to follow any of the above instructions will automatically disqualify you from the next phase in the Scholarship Application process.
8. If you have any questions, please contact the scholarship chairperson, Jeanine Little, at 862-3253.

**Residency Requirement:** Applicants must reside in Jefferson or Shelby county to qualify for the scholarship.

## Scholarship Application and Essay Upload Instructions

1. It is not mandatory to upload your scholarship application and essay.
2. If you upload your scholarship application and essay, the files must be uploaded to:  
<http://www.dstjacac.org/scholarship.aspx>.
3. You must save your scholarship application as LastName\_FirstName\_Application.pdf
4. You must save your essay as LastName\_FirstName\_Essay.pdf. You must also include your name on your essay in the header.
5. Enter your First Name, Last Name and Email Address. Select your application file to upload. Select your essay file to upload. Then, press **Submit Application & Essay** button. You will receive a confirmation email of receipt of your application and essay being received. Once your application and essay are submitted, you will not be able to make any corrections.
6. Letters of Recommendation and Transcripts may not be scanned and uploaded to the website.
7. Failure to follow any of the above instructions will automatically disqualify you from the next phase in the Scholarship Application process.

**Residency Requirement:** Applicants must reside in Jefferson or Shelby county to qualify for the scholarship.