



# Alpha Kappa Alpha Sorority, Incorporated

XI ETA OMEGA

January 3, 2025

To Whom It May Concern:

Enclosed is an application form and scholarship criteria for annual scholarships offered by Alpha Kappa Alpha Sorority, Inc., Xi Eta Omega Chapter.

This information is for senior students graduating in May / June 2025, or those who graduated in December 2024, and who meet the qualifications set forth in the attached criteria. Give number 6, of the checklist, extra attention and follow the guidelines because there are no exceptions.

**Applications are due, and must be postmarked, no later than March 7, 2025.**

Applications should be submitted to:

Xi Eta Omega Chapter  
c/o Diane Simmons  
4407 Fairhaven Rd.  
Davenport, IA 52807  
(563) 359-5784

If you have any questions, please call Diane Simmons at the number above.

Sincerely,

*Tina Thomas, Chapter President*

*Diane Simmons, Scholarship Committee*



# Alpha Kappa Alpha Sorority, Incorporated

## Scholarship Criteria

This scholarship offered by the Xi Eta Omega Chapter of Alpha Kappa Alpha Sorority, Incorporated is a means of cultivating and encouraging high scholastic standards for today's youth.

**Applicants must meet the following criteria to be considered for this scholarship.**

1. The applicants must be a minority female of African-American descent. Applicants must be a current high school senior graduating in December 2024 or May / June 2025.
2. Applicants must have a minimum 3.0 grade point average on a 4.0 scale.
3. Applicants must write a short biographical statement that includes educational and career goals.
4. Applicants must write a 300 – 500 word essay on the following topic:

**Share your thoughts on the importance of education. Also, share your plans for participation in community service projects in the future.**

Essay requirements: 12 point font, Times New Roman, double spaced, 1 – 2 pages, and 1-inch margins. All essays will be reviewed and a writing rubric will be utilized during the review process.

5. Applicants must submit **TWO** letters of references:
  - a. **One letter from an educator (teacher, coach, principal, counselor, club advisor)** regarding your academics **WITHIN** the school setting
  - b. **One letter from a youth advisor, pastor, employer, coordinator of volunteers** etc. regarding your community involvement / service. This letter **MUST** address your skills **OUTSIDE** the school setting.
- \*\* **A second submission from a school teacher, or any school representative with ANY school, will disqualify the candidate**
6. An official copy of your transcript must accompany the application.
7. Applicants must provide a picture with the application.
8. Applications must be postmarked no later than March 7, 2025.

**NOTE: The scholarship will be awarded to the recipient once acceptance from a two or four year degree institution has been verified.**



# Alpha Kappa Alpha Sorority, Incorporated

Application (2 pages)

<b>Contact Information</b>	
Date	
Name	
Address	
City	
State & Zip Code	
Telephone	
Email	
<b>Family</b>	
Parent / Guardian	
<b>Academic Information</b>	
High School currently attending	
High School Counselor	
High School Rank	
Cumulative Grade Point Average	
Graduation Date	
ACT Score	
SAT Score	
College attending in the fall 2025	
City, State and Zip Code for the College	

**List of achievements, awards and honors received:**

**List of organizations / activities / volunteerism you are actively involved in:**

**References:**

Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Applicant Signature \_\_\_\_\_

**All information requested in your application package must be included in order to qualify for consideration.**



## Scholarship Application Guide to Help You

### Question #3. Possible topics of discussion for education goals:

- Area(s)/field(s) of study/Minor(s) and/or Major(s)
- Degree(s) being pursued
- College(s) you plan to attend
- Career(s) of plan(s)
- Remember to explain “why” for all topics you discuss in your writing

### Question #4. Education & Community Service

- Education is important because...
  - Why is pursuing and obtaining an education important to you? The community? Etc.
- Doing community service is important because...
  - Why is doing community service important to you? The community? Etc.
    - Examples of community service:
    - Volunteering to help the homeless
    - Volunteering to help the youth
    - Volunteering to help the elderly

### Question #5. Reference Letters:

- Letter #1: **Examples** of School Academics/Involvement: What type of student are you?
  - **From an educator (teacher, coach, principal, counselor, club advisor)**
    - Quality of work
    - Behavior in the classroom/school
    - Attendance
    - Meeting deadlines
    - Interacting with peers & teachers
    - Student organizations and/or clubs
    - Sports
    - The Arts: plays, band, choir, orchestra, and/or dance teams

Letter #2: **Examples** of Community Involvement/Service: How have you contributed to your community? **from a youth advisor, pastor, employer, coordinator of volunteers,**

- Youth organizations
- Church activities
- Community center activities
- Little Miss Fashionetta
- Cotillion
- Mentoring and/or leadership programs
- Interaction with peers & adults

## Essay Rubric

	1 – Poor	2 – Fair	3 – Good
Content and Development	<ul style="list-style-type: none"> <li>*Content is incomplete.</li> <li>*Major points are not clear.</li> </ul>	<ul style="list-style-type: none"> <li>*Content is not comprehensive &amp; accurate.</li> <li>*Major points are addressed, but not well supported.</li> <li>*Content is inconsistent with regard to purpose and clarity of thought.</li> </ul>	<ul style="list-style-type: none"> <li>*Content is comprehensive and accurate.</li> <li>*Major points are stated clearly and are well supported.</li> <li>*Content and purpose of the writing are clear.</li> </ul>
Organization and Structure	<ul style="list-style-type: none"> <li>*Organization and structure detract from the message of the writer.</li> <li>*Introduction and/or conclusion is missing.</li> <li>*Paragraphs are disjointed and lack transition of thoughts.</li> </ul>	<ul style="list-style-type: none"> <li>*Structure of the paper is not easy to follow.</li> <li>*Introduction is missing or, if provided, does not preview major points.</li> <li>*Paragraph transitions need improvement.</li> <li>*Conclusion is missing, or if provided, does not flow from the body of the paper.</li> </ul>	<ul style="list-style-type: none"> <li>*Structure of the paper is clear and easy to follow.</li> <li>Introductions provide sufficient background on the topic and previews major points.</li> <li>*Paragraph transitions are present and logical and maintain the flow of thought throughout the paper.</li> <li>*Conclusion is logical and flows from the body of the paper.</li> </ul>
<b>Format / Requirements</b> 12 point font Times New Roman Double spaced 1-2 pages (300 – 500 words) 1 inch margins	<ul style="list-style-type: none"> <li>*Paper lacks many elements of correct formatting.</li> <li>*Paper is inadequate / excessive in length.</li> </ul>	<ul style="list-style-type: none"> <li>*Paper follows most guidelines.</li> <li>*Paper is over / under word length.</li> </ul>	<ul style="list-style-type: none"> <li>*Paper follows designated guidelines.</li> <li>*Paper is the appropriate length as described for the assignment.</li> </ul>
Grammar, Punctuation and Spelling	<ul style="list-style-type: none"> <li>*Paper contains numerous grammatical, punctuation and spelling errors.</li> <li>*Language uses jargon or conversational tone.</li> </ul>	<ul style="list-style-type: none"> <li>*Paper contains few grammatical, punctuation and spelling errors.</li> <li>*Language lacks clarity or includes the use of some jargon or conversational tone.</li> </ul>	<ul style="list-style-type: none"> <li>*Rules of grammar, usage and punctuation are followed; spelling is correct.</li> <li>*Language is clear and precise; sentences display consistently strong and varied structure.</li> </ul>



### Scholarship Application Checklist:

- \_\_\_\_\_ 1. Application
- \_\_\_\_\_ 2. List of achievements, awards and honors
- \_\_\_\_\_ 3. List of organizations / activities
- \_\_\_\_\_ 4. Biographical statement
- \_\_\_\_\_ 5. Essay
- \_\_\_\_\_ 6. Applicants must submit **TWO** letters of references:
  - a. **One letter from an educator** (teacher, coach, principal, counselor, club advisor) regarding your academics **WITHIN** the school setting
  - b. **ONE letter from a youth advisor, pastor, employer, coordinator of volunteers**, etc. regarding your community involvement / service. This letter **MUST** address your skills **OUTSIDE** the school setting.
- \_\_\_\_\_ 7. Official Transcript: Hard copy (sent in a sealed envelope with the counselors signature) or electronically (please send an email to [smmns13@gmail.com](mailto:smmns13@gmail.com) if your school submits an electronic copy)
- \_\_\_\_\_ 8. Letter of acceptance from a two or four year degree institution
- \_\_\_\_\_ 9. Picture

**NOTE: All information requested must be included in order to qualify for consideration.**

**\*\*The second letter of reference MUST NOT be from a school representative or anyone, currently or retired, who have been involved with any school. All information must be postmarked no later than March 7, 2025.**

Applications should be submitted to: **Xi Eta Omega Chapter**  
**c/o Diane Simmons**  
**4407 Fairhaven Rd.**  
**Davenport, IA 52807**