

As chairman of the Grand Chapter Scholarship committee, I would like to review the procedures and requirements for applicants for these scholarships. The scholarships fall into two categories: new and renewal. New applicants are students who have never received a Grand Chapter Scholarship and may be in any college classification. These applicants are required to have a Subordinate Chapter Recommendation in order to receive the forms to apply. Renewals are applicants who have received a Grand Chapter Scholarship and desire to apply for another year. I will send renewal forms to the Chapter secretary for all of last year's scholarship recipients.

This will be the proper procedure for requesting applications for NEW scholarships:

1. The Chapter secretary will inform the chairman of the scholarship committee that the Chapter wishes to sponsor a student. This may be done by mail to Thomas R. Jackson, Jr., 1106 Cuddington Rd., Kenly, NC 27542-8313 or by email to tom.jackson.jr@gmail.com. It is very important to include the Chapter Name and address in this request.
2. The Grand Chapter Scholarship chairman will send the Chapter Secretary an official sponsorship form that must be completed and returned. It is imperative that all blanks be filled, that the Chapter Seal be affixed to this document, and that all required signatures are present.
3. When this form is completed and returned to the Grand Chapter Scholarship Chairman, he will forward directly to the student all necessary forms to complete the application. It is the responsibility of the student to complete these forms, enclose all necessary documents, and return the application to the chairman. I suggest that the sponsoring member needs to follow up with the applicant and be sure they are timely and complete in the process.
4. When the completed application is returned, the Grand Chapter Scholarship Committee will meet and review all applications for eligibility and need. The available monies will be awarded to the most deserving applicants.

This will be the procedure for RENEWAL applications:

1. The Grand Chapter Scholarship Committee chairman will send a renewal application to the Chapter Secretary for each student sponsored the previous year. This form must be completed and returned to the committee chairman will all blanks completed, all signatures present, and the Chapter Seal affixed.
2. When this form is returned to the chairman, he will forward a renewal application directly to the student who will be responsible for completing the application and arranging for an OFFICIAL transcript of grades to be sent to the committee chairman. Again, sponsoring members are encouraged to follow up with students to ensure timely and complete applications.
3. When all forms are received, the application will be reviewed by the entire Grand Chapter Scholarship Committee.

There are several points of emphasis that all applicants and Chapters need to be aware of prior to the application:

- Grand Chapter Scholarships may be used at any Nursing School, Community College, Technical Institute, College, or University in any state.
- Students may apply for renewal if they were rejected or did not apply for a scholarship the previous year for any reason. The Chapter Secretary will need to request this renewal form from the Scholarship Committee Chairman.
- The 1040 tax form must be included with applications. Other forms will not be accepted.
- All transcripts must be OFFICIAL transcripts, signed and sealed by the school.
- Financial need and grades are both factors in the final decision of awarding these scholarships.
- The deadline for Scholarship Applications is February 1. Students and Chapters must be responsible for getting all paperwork in on time. I need the Chapter Secretary to send the Sponsorship form to me by November 1 so that I can have time to get all forms to the student in time for them to meet the deadline.

I look forward to working with the Chapters and students to provide as much scholarship help to our students as we can. Thank you for supporting this committee and its difficult decisions.

CLEARED BY THE CLEARING COMMITTEE