



**Zeta Phi Beta Sorority, Inc.
Kappa Rho Zeta Chapter
Highland Park – Metro Detroit**

December 15, 2013

Dear Scholarship Applicant:

Thank you for taking the time to complete the enclosed scholarship application. To ensure your scholarship application is considered, please adhere to the following dates and requirements:

Scholarship applications must be postmarked and mailed to the address below by **March 1, 2014**. Late, handwritten, and/or incomplete applications/packages will not be considered.

**Zeta Phi Beta Sorority, Inc.
Kappa Rho Zeta Chapter
C/O Michele Whitted
P.O. Box 3511
Highland Park, MI 48203**

Scholarship applicants considered for an award will be interviewed during the month of April 2014. Applicants will be advised of the specific date, time and interview location at a later date. *The scholarship recipients will be notified by mail or email approximately April 1, 2014.* Scholarship award funds will be distributed when documented proof of registration is received. **Please note that scholarships awards are sent directly to your university's financial aid office and could affect your financial aid award.**

Thank you again for your interest in **Kappa Rho Zeta's** Scholarships. We wish you the best in your academic endeavors. If you have any questions, please feel free to contact me at (248) 677-3549.

Sincerely,

Michele Whitted
Second Vice President
Kappa Rho Zeta Chapter

**ZETA PHI BETA SORORITY, INCORPORATED
KAPPA RHO ZETA CHAPTER**



Application Rules

All applicants must review the following rules and sign to confirm acceptance and understanding of the program guidelines.

1. Applicant must know the name of the scholarship for which they are applying.
2. Review the criteria in detail before completing the application to determine eligibility.
3. **Complete the application completely, otherwise it will not be considered, and will be discarded.**
4. You will not receive notice that your application is incomplete.
5. Make sure you have all pages of the application packages. **(There should be 8 pages)**
6. References must give a general assessment of the applicant, highlighting his/her abilities and achievements, how long they have known the applicant and any other relevant comments that will be helpful in evaluating his/her eligibility for the scholarship.
7. The Zeta Phi Beta Sorority, Inc. Kappa Rho Zeta Chapter Scholarship is competitive. More applicants will apply than scholarships will be awarded and submitting an application does not guarantee funding.
8. All requested information and application packages must be **postmarked no later than March 1, 2014. There will be no exceptions.**
9. Sign this page after reviewing and return with your application package.

Signature of applicant _____ Date _____

Signature of Parent/Guardian _____ Date _____

SCHOLARSHIP APPLICATION REQUIREMENTS

1. The scholarship application package must be received or postmarked by the posted deadlines, no later than March 1, 2014 for consideration. Items in the scholarship application package include:

- a. Fully completed scholarship **application**
- b. **Official transcript**
- c. Three **letters of recommendation**
- d. College or University **acceptance letter if applicable**
- e. **Biographical statement**
- f. Two hundred fifty (250) word **essay**

2. The fully completed **application** must be typed.

3. An **official transcript** including the school seal must be submitted as a part of the scholarship application package. For college students who are applying, an official transcript signed by the college or university registrar is required. All college or university students who are applying **must be full-time** students with twelve (12) or more credits per term/semester.

4. **Three letters of recommendation** are required. These letters must be typed on school or business letterhead. No handwritten recommendations or letters of recommendation on plain white paper will be accepted. The letters must include the person's name, title, address, telephone number and relationship to the applicant.

5. A **biographical statement** listing any community service activities, organization memberships, and other pertinent information must be submitted. The biographical statement must speak to your character, qualities, strengths, educational goals and career aspirations. **The statement must be typed and double-spaced.**

6. A **two hundred fifty (250) word essay**, that gives reviewers additional insight about you not covered in other sections of the application. Write about how this award can help you achieve these goals. Why should you receive this award? Examples might be school, life or job experiences, community service/activities, special skills, talents, or your motivation for seeking a scholarship. **The essay must be typed and double-spaced.**

Return all required materials in a single package to:

Zeta Phi Beta Sorority, Inc.
Kappa Rho Zeta Chapter
C/O Michele Whitted
P.O. Box 3511
Highland Park, MI 48203



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Kappa Rho Zeta Chapter**

APPLICATION FOR SCHOLARSHIP 2013

PERSONAL INFORMATION:

Last Name	First Name	Middle Name/Initial
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Permanent Address	City	State	Zip Code
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(Area Code) Contact Telephone Number	(Area Code) Alternate Telephone Number
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E-mail Address (If available)

Date of Birth

EDUCATIONAL INFORMATION:

College or University will be/currently attending

College or University	Address	City	State	Zip Code
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Major/Minor (Anticipated/Current)	GPA
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**Zeta Phi Beta Sorority, Inc.
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APPLICATION FOR SCHOLARSHIP 2013 CONTINUED

Academic Status:

- High School (High School Name) _____
- College Freshman
- College Sophomore
- College Junior
- College Senior
- Graduate Student
- Other (Please specify) _____

Awards/Honors (None Academic):

Community Service/Volunteerism/Leadership:

Academic Awards/Achievements:
