



## **SOCIETY OF KASTORIANS "OMONOIA", INC. SCHOLARSHIP APPLICATION CHECKLIST**

- |                                                                                                |                                                                                      |
|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input type="checkbox"/> Application                                                           | <input type="checkbox"/> Membership dues                                             |
| <input type="checkbox"/> Essay                                                                 | <input type="checkbox"/> Full-time matriculated program verification                 |
| <input type="checkbox"/> Supporting documents (transcripts and/or letter of enrollment status) | <input type="checkbox"/> Parent membership in good standing for the last three years |
| <input type="checkbox"/> Service to Society and/or Community                                   | <input type="checkbox"/> Letter of reference for service                             |

First year undergraduate students must send their High School transcript. They must also send a transcript of their current semester coursework to verify full time matriculated status in an accredited program (12 or more credits) or a letter confirming full time enrollment status in an accredited program (if registered for less than 12 credits).

Undergraduate students must send a transcript of all their undergraduate coursework to date, including their current semester coursework in order to verify full time status (12 or more credits) or a letter confirming full time enrollment status (if registered for less than 12 credits)

First year graduate students (or students in the first year of medical school) must send a transcript of their undergraduate work. They must also send a transcript of their current semester coursework (if registered for 12 or more credits) or a letter confirming full time enrollment status (if registered for less than 12 credits).

Graduate students (or students in the first two years of medical school) must send a transcript of their entire graduate (or medical school) coursework to date, including their current semester coursework. If registered for less than 12 credits they must also send a letter confirming full time enrollment status.

First year doctoral students (or students in the third year of medical school) must send a transcript of their graduate (or medical school) work. They must also send a transcript of their current semester coursework (if registered for 12 or more credits) or a letter confirming full time enrollment status (if registered for less than 12 credits).

Doctoral students (or students in the last two years of medical school) must send a transcript of all their doctoral (or medical school) work to date. They must also send a transcript of their current semester coursework (if registered for 12 or more credits) or a letter confirming full time enrollment status (if registered for less than 12 credits).

### Important reminders...

The application and essay can be sent via regular mail, e-mail or fax. Transcripts and letters of enrollment status can be mailed directly from the school or they can be mailed by the applicant in a sealed envelope. It is your responsibility to contact the office in writing to request confirmation of receipt of material.

**Only official transcripts and letters of enrollment status will be accepted. These documents are official only if they bear the official letterhead of the school. Photocopies, FAX documents and web-based printouts will not be accepted.**

The Society is not responsible for lost documents.

The Society will not be informing applicants on the completeness (or lack thereof) and the status of their application, unless there is a written request from the applicant via regular mail, e-mail or fax (no telephone calls).

It is thus the applicant's responsibility to contact the Society before the deadline to confirm that all required documents (application, essay, transcripts and/or letter) have been received and approved for processing. We strongly recommend that you submit your application well in advance to allow time for verification of all documents.

All documents (application, essay, transcripts and/or letter of enrollment status) and membership dues must be received by the deadline specified in the "Scholarship Application Instructions". This deadline will be strictly adhered to. There will be no extensions.

Please refer to "Instructions for Documenting and Verifying Service" to describe your service to the Society and/or the community, and note that the letter of reference for service should be sent directly to the Society. Applicants wishing to document their service to the Society or to the Philoptochos must request a letter of service from the respective Presidents.

