

APPENDIX B

PAST STATE PRESIDENTS' SCHOLARSHIP GUIDELINES

ARTICLE I – PURPOSE

Georgia Alpha Delta Kappa has established a Past State Presidents' Scholarship fund for the purpose of assisting members who attend personal or professional continuing education programs. These scholarships are designed specifically for non-Alpha Delta Kappa sponsored conferences, conventions, seminars and workshops and may not be used for college course credit or personal travel.

ARTICLE II – FINANCES

Section 1: Fees

This project shall be financed by:

- A. donations by members, other individuals or chapters.
- B. state altruistic projects as needed.

Section 2: Disbursements

Recipients receiving aid and the amount, not to exceed \$500.00 per member, shall be the decision of the scholarship committee and the executive board. The decision shall be determined by:

- A. the cash reserve in the Past State Presidents' Scholarship treasury.
- B. the interest generated from available funds.
- C. the number of approved applications.

ARTICLE III – COMMITTEE

Section 1

The scholarship committee shall consist of the

- A. state president
- B. state vice president for scholarships
- C. chairman of the two (2) districts designated to select recipients of the state scholarship during the current biennium. The chairmen shall serve both years of the biennium.
- D. two members appointed by the state president.

Section 2

The vice president for scholarships shall:

- A. receive the scholarship monies and donations.
- B. serve as chairman of the scholarship committee.
- C. present the names and qualifications of the applicants to the scholarship committee and the recommendations of the scholarship committee to the executive board.
- D. award the scholarship(s) to the recipients(s) by **June 1**.
- E. provide each scholarship recipient with a scholarship report form.

F. keep a record of the scholarship recipients(s) for the state scholarship archives.

ARTICLE IV – QUALIFICATIONS OF THE APPLICANT

Section 1

The recipient(s) of the Past State Presidents' Scholarship:

- A. shall have been a member of Georgia Alpha Delta Kappa for a minimum of three years.
- B. shall currently be in good standing at all levels of Alpha Delta Kappa; and
- C. may or may not be actively engaged in the education profession.

ARTICLE V – APPLICATIONS

Section 1

The application form:

- A. shall be obtained from the chapter president or state vice president for scholarships.
- B. must be postmarked or faxed no later than **February 1**.

Section 2

The scholarship committee shall require:

- A. completed application form.
- B. verification the signature of the applicant's chapter president.
- C. statement of plans for use of the scholarship to enhance professional or personal development.

Section 3

All records of qualifications and receipts shall be kept on file with the vice president for scholarships for two years.

ARTICLE VI – OBLIGATIONS OF THE SCHOLARSHIP RECIPIENT

Section 1

- A. Shall complete a Georgia Alpha Delta Kappa recipient's report form and present to the vice president for scholarships.
- B. Shall present proof of attendance to the vice president for scholarships (if retroactive) **within 30 days** following the conference, seminar, workshop, etc.
- C. Shall be required to repay the entire amount of the scholarship without interest if any violation(s) of the Past State Presidents' Scholarship guidelines occurs.
- D. Will be recognized at state conventions.

PAST STATE PRESIDENTS' SCHOLARSHIP APPLICATION

GEORGIA ALPHA DELTA KAPPA

PAST STATE PRESIDENTS' SCHOLARSHIP APPLICATION FORM

Complete and return to the Vice President for Scholarships postmarked by February 1

* A member may be awarded a scholarship only once during a biennium.

Name _____ Email _____

Address _____

Home Phone _____ Cell Phone _____

Chapter _____ District _____

Date of Initiation _____ (must have been a member at least 3 years)

School _____ System _____

Position _____

Applying for funds to attend: _____

Registration fee _____ Other anticipated expenses _____

Total Expected Expenses _____

Will you receive other financial assistance (school system or other means)? Yes _____ No _____

If yes, how much will you receive? _____

Purpose of Conference/Meeting/Seminar/Workshop:

Please list explicit educational benefits. I/my students/my school/my system/and/or my community will receive from my attendance:

The applicant should mail completed application to the vp for scholarships. The address for vp for scholarships can be found in the state directory or on the GA Alpha Delta Kappa website.

Signature of Applicant

Signature of Chapter President

*Scholarship will not be awarded until after the April executive board meeting. Please keep a copy of your registration receipt or certification of completion.

**Georgia Alpha Delta Kappa
Past State President's Scholarship Adjudication Form**

The Past State President's Scholarship was established to assist members who attend personal or professional continuing education programs. Qualifications include:

1. shall have been a member of Georgia Alpha Delta Kappa for a minimum of three (3) years.
2. shall currently be in good standing at all levels of Alpha Delta Kappa.
3. may or may not be actively engaged in the education profession.

POINTS (100 total)

_____ (30) Personal or professional education program scheduled to attend.

_____ (30) Purpose of conference/meeting/seminar workshop.

_____ (30) Personal/student/professional benefits.

_____ (10) Professional appearance of the application form.

_____ TOTAL POINTS

Notes for reference:

Name _____ Chapter _____