College of Arts & Sciences
Tips for Completing Scholarship Applications

General suggestions
Get started early.
Do not wait until the last minute to prepare and submit your application materials. Give yourself time to review (and revise) your entire application before you submit it.

Read/Follow guidelines.
Make sure that your essays and letters of recommendation address the qualifications required by the scholarship, that you have the proper number of letters, and that you have submitted all necessary documentation.

Write an essay for each application.
Your essay should read as though you wrote it specifically for each application. This may mean that five of the paragraphs are the same for each scholarship, and one is different. However, sometimes it means tweaking other parts of the essay as well, or even writing an essay with a different structure altogether.

Get others to review your essay.
Ask a professor or friend to read your essay for grammar and relevance to the scholarship requirements. Do this early, so that you have time to make any necessary revisions.

Get strong letters of recommendation for each scholarship.
Make sure that the people you ask for letters can write strong letters. Talk to your referees and make sure that they understand what scholarship(s) you are applying for and the issues they need to address in the letter. Most of your references should be from professionals—professors or employers—who can address the appropriate issues. Letters from friends or family members that simply say “he/she is a great person who deserves the scholarship” are not strong letters.

Stylistic Issues
Use professional language.
Do not use colloquial or informal language (or slang) in your essay. Do not use contractions (i.e. “don’t,” “can’t”). Do not use abbreviations (other than standard ones, such as “Dr.” or “Mr.”). Do not use vague or unclear words such as “things.” Be very clear about the ideas and issues you are discussing and use clear, concise, specific language to convey those ideas. Use straightforward statements with active verbs rather than passive or conditional verbs (“would” or “could”).

Proofread.
Run your essays through spell-check AND read them yourself for proper spelling and grammar. Spell-check will not pick up homonyms (words that sound the same but are spelled differently). You MUST check your work.

Do a final check of your application.
Review your application(s) to make sure that it (they) are complete and clean, free from silly errors. This is the only chance you have to make a good impression on the scholarship committee; make sure that you put forth the best possible application you can.
The University of South Alabama College of Arts & Sciences recognizes the commendable academic and professional activities of its students. These endowments and scholarships are made possible by the generous support of donors and provide an opportunity for students to excel in their area of study.

Scholarship Submission and Deadline
Applications must be typed, printed, and signed. Submit a hard copy to:
College of Arts & Sciences, Dean’s Office, Humanities 118, by 4 p.m., Monday, March 23, 2015.

Applicants Information
Please type all information.

<table>
<thead>
<tr>
<th>Applicant name</th>
<th>JAG number</th>
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<tbody>
<tr>
<td>University of South Alabama email address</td>
<td>Phone number</td>
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<tr>
<td>Mailing address</td>
<td>City, State, Zip</td>
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<tr>
<td>Hometown</td>
<td>Anticipated graduation</td>
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<td>Major</td>
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<tr>
<td>Major GPA</td>
<td>Overall GPA</td>
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<tr>
<td>Academic Classification</td>
<td>□ Freshman □ Sophomore □ Junior □ Senior</td>
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</tbody>
</table>

Application Requirements
Students may submit this application form once even if they are applying for multiple scholarships. Each scholarship has specific requirements, however, and a complete packet (copy of college transcripts, original essay and letters of reference) must be submitted for each scholarship. For letters of recommendation, at least one must be from a faculty member and letters must be sealed and signed across the seal by the recommending individual.

Please check to ensure all materials are submitted.
□ College of Arts & Sciences Scholarship Application
Scholarships and Requirements

Please check next to the scholarship and each requirement to ensure all information and materials are submitted.

☐ AHEPA 310 Senior Housing Endowed Scholarship
Up to $500 is awarded to the undergraduate student or students who have demonstrated commitment to working with senior citizens who have limited resources and reside in senior living communities, most especially those AHEPA Housing facilities located in Mobile and Baldwin Counties.
☐ Declared major in the College of Arts and Sciences
☐ GPA: at least 2.5
☐ Class status: Must be a full time student as of the fall 2014 semester or before
☐ Essay (1,000 word limit): Describe experience and/or demonstrate commitment to working with senior citizens of limited resources, residing in senior living communities
☐ Letters of recommendation-at least two (2)
☐ Transcript of all college coursework up to the date of application (PAWS transcript acceptable)

☐ Albert Schweitzer Memorial Scholarship
Up to $2,500 is awarded annually to a student who has exemplified the humanitarian ideals of Albert Schweitzer through community service to the underserved. Individuals who received the award previously are eligible to reapply, but eligibility is based solely on scholarship criteria and is not a factor in determining eligibility.
☐ Declared major in the College of Arts & Sciences
☐ Class status: sophomore, junior, senior
☐ Essay (1,000 word limit): 1. Description of goals, 2. Description of accomplishments, and 3. Description of what has been learned from community service work
☐ Letters of recommendation – two (2)
☐ Transcript of all college coursework up to the date of application (PAWS transcript acceptable)

☐ Bruce and Patricia McCrory Endowed Scholarship
Up to $2,000 is awarded annually to a student.
☐ Declared major in the College of Arts & Sciences: Biology, Chemistry, Communication, Earth Sciences, English, History, Marine Sciences, Physics, Political Science and Criminal Justice, Psychology, Sociology or Anthropology
☐ GPA: 2.5 or greater
☐ Class status: sophomore, junior, senior
☐ Essay (1,000 word limit): 1. Description of goals, 2. Description of accomplishments, and 3. Your goals regarding higher education, career planning and aspirations
☐ Letters of recommendation – two (2)
☐ Transcript of all college coursework up to the date of application (PAWS transcript acceptable)

☐ Caldwell Endowment
Up to $3,200 is awarded annually to a student to fund overseas travel.
☐ Declared major in the College of Arts & Sciences
☐ GPA: minimum 3.0 in major and 3.0 in foreign language courses
☐ Class status: sophomore, junior, senior
☐ Participation in an established foreign studies program
☐ Essay (1,000 word limit): 1. Your international experience (include participation in study abroad programs, travel abroad, residency abroad, etc.), 2. In what program would you participate if you received the Caldwell Award and what course(s) would you take (attach a copy of the brochure describing the program), and 3. Explain your choice of major, minor and all international-related courses completed
☐ Letters of recommendation – two (2); For students planning to study in non-English speaking countries, one (1) letter of reference must be from an instructor assessing your language proficiency.
☐ Transcript of all college coursework up to the date of application (PAWS transcript acceptable)
Dr. James Winslow Green Scholarship for Pre-Med Students Scholarship Endowment Fund
At least $500 is awarded to a full-time Arts and Science major who sincerely desires to attend medical school.
☐ Declared major in any college at the University
☐ GPA: at least 3.0
☐ Class status: Must be a junior or senior in the fall 2015 semester
☐ Essay (1,000 word limit): Declare and convey sincere interest to attend medical school
☐ Letter of recommendation: three (3). One-page Cost of the program
☐ Transcript of all college coursework up to the date of application (PAWS transcript acceptable)

Earl P. Andrews Scholarship
Donated by the mother of Earl P. Andrews, this scholarship is dedicated to aiding disadvantaged students. At least $1,000 per year is awarded to the individual(s) chosen. Students must reapply each spring and individuals previously receiving the award are eligible to reapply, but eligibility is based solely on scholarship criteria and is not a factor in determining eligibility.
☐ Declared major in the College of Arts & Sciences
☐ Class status: sophomore, junior, senior
☐ Essay (1,000 word limit): 1. Obstacles you are currently facing in pursuit of your education, 2. Description of accomplishments to date, and 3. Your goals regarding higher education, career planning, and aspirations
☐ Letters of recommendation – three (3)
☐ Transcript of all college coursework up to the date of application (PAWS transcript acceptable)

Ella and Cody Wims Scholarship
Up to $500 is awarded annually to a student towards a recognized study abroad program in which the student earns at least three (3) semester credit hours toward graduation. Freshman, as well as seniors graduating in May 2015 are ineligible.
☐ Declared major in any college at the University
☐ GPA: at least 3.0
☐ Class status: sophomore, junior, senior (at least 19 years of age prior to departure)
☐ Participation in an established study abroad program
☐ One-page request for funds including the following:
  1. Details of student’s planned itinerary
  2. Description of program: What subjects will you study while abroad? How will instruction be carried out? How many credits will you receive from this program? Will they apply to your major, minor, or other?
  3. Cost of the program
☐ Transcript of all college coursework up to the date of application (PAWS transcript acceptable)
☐ Copy of brochure describing the program

Frederick Palmer Whiddon Liberal Arts Scholarship
Up to $3,000 is awarded annually to a student(s) with demonstrated leadership abilities and other commensurate abilities.
☐ Declared major in the College of Arts & Sciences
☐ Essay (1,000 word limit): 1. Importance of leadership qualities to your goals, 2. Description of accomplishments to date, and 3. Your goals regarding higher education, career planning and aspirations
☐ Letters of recommendation – two (2)
☐ Transcript of all college coursework up to the date of application (PAWS transcript acceptable)
John M. Compton Scholarship
Up to $1,000 is awarded to a student who is a first generation college student and is majoring in either mathematics or science.
- Declared major in the College of Arts & Sciences: Mathematics, Biology, Chemistry, Earth Sciences or Physics
- GPA: at least 2.8
- Class status: at least a sophomore in the fall 2015 semester.
- Essay (1,000 word limit): Describe experience as a first generation college student majoring in mathematics or science
- Letters of recommendation – two (2)
- Transcript of all college coursework up to the date of application (PAWS transcript acceptable)

John S. Keebler, MD Endowed Scholarship for Pre-Med Students
Up to $500 is awarded annually to a student who conveys a sincere desire to attend Medical School.
- Declared major in the College of Arts & Sciences
- GPA: at least 3.0
- Class status: junior, senior
- Essay (1,000 word limit): 1. Desire to go to Medical School and 2. Description of accomplishments.
- Letters of recommendation – three (3) are required from USA faculty members
- Transcript of all college coursework up to the date of application (PAWS transcript acceptable)

Nowlin-Caldwell Scholarship
Up to $1,200 is awarded annually to a student towards a recognized study abroad program in which the student earns at least three (3) semester credit hours toward graduation.
- Declared major in any college at the University
- GPA: at least 2.5
- Class status: sophomore, junior, senior (at least 19 years of age prior to departure)
- Proof or verification of participation in a foreign studies program such as one of USA’s Study Abroad Affiliate & Exchange programs
- Essay responses to the following (numbers 2-7 should have a maximum of 2100 characters each):
  1. Identify the study abroad country and program provider
  2. Description of program: What subjects will you study while abroad? How will instruction be carried out? How many credits will you receive from this program? Will they apply to your major, minor, or other?
  3. Statement of Need: Why is a scholarship necessary in order for you to participate in this program?
  4. Rationale and Goals: Why have you chosen to study abroad? How does this overseas experience complement your academic, career and personal goals? What do you want to achieve through this experience?
  5. Campus Contribution: Please describe what you will do upon returning from abroad in order to share your study abroad experiences with the campus community. Would you be willing to make at least three class presentations after you finish your study abroad program?
  6. Experience outside the United States: Please describe any international experiences you may have had, where, when, type of experience, etc.
  7. Other: What contributions have you made to USA thus far? What types of on-campus/off-campus activities have you been involved with? What else should the readers of your scholarship application know about you and your objectives that will help them evaluate your application?
- Letters of recommendation – two (2); For students planning to study in non-English speaking country, one (1) letter of reference must be from an instructor assessing your language proficiency.
- Transcript of all college coursework up to the date of application (PAWS transcript acceptable)
- Copy of brochure describing the program
**Spirit of Odyssey Scholarship**
Up to $1000 is awarded to a student who can display the importance of continuing education in their life, especially those who have returned to school after an absence of a year or more, or those who initially delayed higher education.

- Declared major in the College of Arts & Sciences or School of Continuing Education Adult Degree Program
- GPA: at least 2.5
- Essay (500-750 words): 1. Explain your financial need, 2. Provide details of obstacles you have overcome in pursuing your education, 3. Explain your goals in pursuing your education.
- Letters of recommendation – two (2)
- Transcript of all college coursework up to the date of application (PAWS transcript acceptable)

**Recipient Requirements**
Students applying for the scholarships must be enrolled at USA in the Spring 2015 semester and in the Fall 2015 and Spring 2016 semesters. If awarded one or more of these scholarships, students must enroll in and complete at least 12 credit hours each semester (Fall 2015 and Spring 2016). Additionally, recipients of a College of Arts and Sciences Scholarship Award are required to attend the Arts and Sciences Awards ceremony.

I certify the information provided is true and complete.

I understand that information about me known to the Financial Aid Office may be used to evaluate my eligibility for a scholarship, and I authorize that office to release information to the appropriate scholarship committees. If selected for a scholarship, I authorize the University of South Alabama to disclose my directory information, which I have supplied voluntarily, to the donor(s) of any endowment funding I may receive and to be used in publicity related to the scholarship program.

By my signature below, I do affirm all materials submitted in support of this application are complete and accurate; and I do further understand the Scholarship Selection Committee will preserve the ‘right to privacy’ of each applicant. With the signature below, I authorize the Scholarship Selection Committee to review my records and supporting materials. I also agree to waive my right to view the letters of reference submitted on my behalf. I fully understand that should I receive a scholarship, that my attendance at the Arts and Sciences Scholarship Awards ceremony is mandatory.

**Signature of Applicant**

**Date**

For additional inquiries, please contact College of Arts and Sciences Undergraduate Scholarship Chair, Dr. Harrison Miller (hsmiller@southalabama.edu).

**Scholarship Guidelines and Suggestions**
Additional information regarding the application process such as letters of recommendation or original essays can be found at: [http://www.southalabama.edu/colleges/artsandsci/scholarships_honors.html](http://www.southalabama.edu/colleges/artsandsci/scholarships_honors.html)

All awards, endowments, and scholarships are awarded by the College of Arts and Sciences regardless of race, special needs, color, creed, religion, political persuasion, sexual orientation or national origin. The number of scholarships awarded each year and the dollar amount for each scholarship may vary yearly depending on available funds.