



The Sharon K. Harvey Memorial Foundation is a 501 (c) (3) entity of
Zeta Phi Beta Sorority, Inc., Tau Eta Zeta Chapter

Tamara D. Harris Continuing Education Scholarship Application

SUBMISSION DATE

Application and all materials must be either emailed to SKHMFscholarship@gmail.com no later than **11:59 p.m.** or mailed to the address below postmarked by **Friday, March 23, 2018:**

Sharon K. Harvey Memorial Foundation, Inc.

P.O. Box 2031

Baltimore MD 21203

***NOTE:** The Sharon K. Harvey Memorial Foundation is not responsible for application delays on the part of the United States Postal Service. Please ensure your application is received before the deadline!*

EVALUATION CRITERIA

Applications for the Tamara D. Harris Continuing Education Scholarship are evaluated according to the following criteria:

1. Must provide a comprehensive and complete application (Type or Neatly Print in Black Ink)
****Incomplete or late applications will not be considered.**
2. Must have a 2.5 (C+) or greater grade point average on most recent transcript.
3. Must be currently attending a two-year or four-year institution pursuing a college degree.
4. Must submit proof of Community Service activities in the form of a letter on official organizational letterhead.
5. Must submit two letters of recommendation from community representatives including, but not limited to a supervisor, religious leader, teacher or counselor.
6. All application materials must be received electronically by 11:59 p.m. or postmarked by Friday, March 23, 2018 (including official transcript and written essay).

APPLICATION PROCESS

1. Email the Sharon K. Harvey Memorial Foundation to receive an electronic copy of the application - SKHMFscholarship@gmail.com or download a copy of the application - www.SKHFoundation.org.
2. Obtain a copy of your official college transcript that must be submitted via US Mail to the PO Box listed above whether the application is emailed or mailed. It must be postmarked by Friday, March 23, 2018.
3. For applications that are submitted via US Mail: Submit your completed scholarship application, written statement, letters of recommendation, proof of community service, and one official transcript postmarked by Friday, March 23, 2018.
4. For applications submitted via email: Submit your completed scholarship application, written statement, letters of recommendation, proof of community service, and one official transcript (mailed separately) by 11:59 p.m. on Friday, March 23, 2018. All documentation submitted via email must be in a PDF format.

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ADDITIONAL INFORMATION

- The Tamara D. Harris Continuing Education Scholarship will be awarded based on a comprehensive and quality application with supporting documents. In addition, awards will be based on the evaluation criteria.
- One scholarship will be awarded for **up to \$500**. Scholarship recipients will be notified by mail and will be recognized during the Sharon K. Harvey Memorial Foundation Annual Meeting to be held May 2018.
- Funds will be released upon receipt of **proof of enrollment** into a two-year or four-year college or university. Proof of enrollment must be on official college or university letterhead. Scholarship checks will be forwarded directly to the bursar's office made payable to the scholarship recipient and the college.

For More Information Contact:
Sharon K. Harvey Memorial Foundation, Inc.
Ms. Kimberly P. Carter
Scholarship Committee Chair
SKHMFScholarship@gmail.com
443-281-3803

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Please type or print legibly in black ink.

PART I: PERSONAL INFORMATION

_____	_____	_____
Last Name	First Name	MI
_____	_____	_____
Address	City	State
_____	_____	_____
Telephone Number (xxx) xxx-xxxx	Email Address	_____

PART II: EDUCATIONAL INFORMATION

Name of Last College or University Attended

Cumulative Grade Point Average*

* Most recent transcript must be provided directly from the school in a sealed envelope addressed to the Sharon K. Harvey Memorial Foundation, Inc.

EDUCATIONAL PLAN

College Major

Type of Degree Sought

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PART III: WRITTEN ESSAY (300-500 word maximum)

Please state your rationale for the decision to continue your education.

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PART IV: EXTRACURRICULAR ACTIVITIES

Please describe in paragraph format your involvement/participation in any of the following areas:

- **SOCIAL ORGANIZATION/ATHLETICS/COMMITTEES**
- **COMMUNITY SERVICE PROJECTS/RELIGIOUS ACTIVITIES/VOLUNTEER SERVICE**

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PART V: RECOMMENDATIONS

Two letters of recommendation must accompany this application. The letters of recommendation must be written and submitted by community representatives including, but not limited to a supervisor, religious leader, teacher, counselor or organization leader who can verify your involvement in community service and/or religious activities. **Applications submitted without this supporting documentation will not be considered.**

The letters of recommendation should clearly identify the name of the student and address why this student deserves our support. All letters should be submitted in sealed envelopes (professional/organizational stationary preferred) and included with the final application package.

STUDENT SIGNATURE

I hereby affirm that I meet the criteria for a continuing student set forth above and that all the statements presented in this application are true. I have enclosed the most recent transcript and other supporting documentation. I am willing to provide additional information should it be required. Should I be selected, I am willing to appear at the Sharon K. Harvey Memorial Foundation's Annual Meeting to be recognized. I agree to abide by all rules and regulations governing the decision and award of the Sharon K. Harvey Memorial Foundation, Inc.

I hereby affirm that the information presented in this application is true to the best of my knowledge. I hereby understand that any information submitted falsely will result in forfeiture of the scholarship.

Applicant's Signature

Date

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