

*Zeta Phi Beta Sorority, Incorporated
Kappa Sigma Zeta Chapter*



TIPS FOR COMPLETING 2018 SCHOLARSHIP APPLICATION

1. Each application is judged on its own merit so include any information that will make you an exceptional candidate to receive the scholarship award.
2. Start early and take your time when completing the application. All information must be legible.
3. Give yourself enough time to request all of the necessary materials, especially recommendations and transcripts. Ensure that materials are properly marked and specifically identify you as a scholarship candidate.
4. You should have your essay and resume proofread and spell-checked for accuracy.
5. Review application in its entirety. If a field is left blank, it could count against you. If you do not want to answer a question, put a reason in the field or (DNA) does not apply.
6. Submit all information together.
7. Please contact any member of Kappa Sigma Zeta Chapter or email Kerry King, Scholarship coordinator at kdione2@yahoo.com, to answer any questions or for additional information. Do not assume that you have the right answer if you are unsure about the application and/or the process.
8. Extensions will *not* be granted to any applicants. ***Remember applications and all required supporting documentation must be postmarked by May 30, 2018.***