



Alpha Kappa Alpha Sorority, Incorporated®

THETA RHO OMEGA

{DATE}

Attention Counselor,

Theta Rho Omega Chapter of Alpha Kappa Alpha Sorority, Incorporated® annually awards college scholarships to students who are in the upper third of their graduating class. African American young women from the class of **{YEAR}** who have demonstrated acceptable scholastic achievement are eligible to apply for a scholarship.

Attached, you will find an application to be distributed to those young women who are interested in applying for a scholarship. Please have interested students complete the application and return to me at **{Committee chairman email}**. The application is due **{DATE}**.

All applications will be reviewed to determine eligibility. Prospective candidates will then be notified for an interview to determine the scholarship recipients. Business attire is appropriate for the interview and awards ceremony.

Thank you for your cooperation. Please feel free to contact me at

Sincerely,

Scholarship Committee Chairman
Alpha Kappa Alpha Sorority, Incorporated®
Theta Rho Omega Chapter

President
Alpha Kappa Alpha Sorority, Incorporated®
Theta Rho Omega Chapter

P.O. Box 95 – Matteson, IL 60443