



SCHOLARSHIP APPLICATION INSTRUCTIONS

Please read the information about scholarship eligibility and the application process carefully and follow the steps to submit your application and accompanying documents.

Scholarship Eligibility

1. Applicant must be a United States citizen.
2. Applicant must be a graduating high school senior attending a school within Los Angeles County. Applicants must be completing high school in the spring of 2017.
3. Scholarship Applicants and Book Scholarship Applicants must have a minimum 3.0 high school grade point average.
4. Applicant must provide verification of completion of 25 hours of community service within the 2016 - 2017 school year. Verification must be received on official letterhead from a school or community agency.
5. Applicant must have demonstrated leadership skills as evidenced by participation in extracurricular activities.

General Instructions

1. Gather all of your information and allot at least one hour to enter information into the online application through the website. You cannot save partial information and come back to complete the application later.
2. You will need the ability to scan and upload documents to the website to complete the application process.

Scholarship Application Process

1. **APPLICATION DEADLINE: APRIL 28, 2017.** Online application and required documents from all sources must be received by the deadline. Late or incomplete applications will not be accepted. No exceptions.
2. **COMPLETE ENTIRE APPLICATION.** Applicants must enter information into the online application located on the Mu Lambda Omega website, Scholarship page at <http://www.akamlo.org/scholarships>.
3. **ESSAY**
Applicants must write a 500 word essay on **one** of the following topics:
(Must be typed using 12-point font and double spaced)
 - a. DESCRIBE HOW YOU PLAN TO USE YOUR EDUCATION TO BETTER YOUR COMMUNITY
 - b. WRITE AN AUTOBIOGRAPHICAL ESSAY

To Submit Essay:

Make sure the applicant's name is in the file name of the final version for submission. Upload the essay to the Mu Lambda Omega website, Scholarship page at <http://www.akamlo.org/scholarships>

4. LETTERS OF RECOMMENDATIONS

THREE (3) LETTERS OF RECOMMENDATION ARE REQUIRED TO SUPPORT YOUR APPLICATION

- a. ACADEMIC: One must be submitted by an academic instructor
- b. COMMUNITY SERVICE: One must be submitted by a community service agency
- c. PERSONAL: One must be submitted by an individual who can objectively assess your abilities and character

To Submit Letters of Recommendation:

RECOMMENDERS, NOT APPLICANTS, MUST UPLOAD LETTERS. Make sure the applicant's name is in the file name of the electronic copy. Provide the website address <http://www.akamlo.org/scholarships> to your recommenders so that they can upload the letters of recommendation to the Mu Lambda Omega website.

5. SCHOOL CERTIFICATION FORM AND OFFICIAL SCHOOL TRANSCRIPT

Please print and provide the School Certification Form to your school administrator for completion. This form should be submitted with an official sealed high school transcript.

To Submit School Certification Form and Official School Transcript:

A school official must mail both the School Certification Form and the transcript directly to

Alpha Kappa Alpha Sorority, Incorporated
Mu Lambda Omega Chapter
10736 Jefferson Blvd., #504
Culver City, CA 90230
ATTN: Scholarship Chairman

6. PERSONAL SIGNATURE FORM

Please print, sign and scan the form. Make sure the applicant's name is in the file name of the electronic copy. Upload your Personal Signature Form to the Mu Lambda Omega website Scholarship page at <http://www.akamlo.org/scholarships>

7. INTERVIEWS

Semi-Finalist will be asked to attend an interview in **May 2017**.

8. AWARDS LUNCHEON

Finalist will be honored at an awards ceremony on **June 25, 2017**.

9. VERIFICATION

All scholarship finalists will be required to submit verification of college/university enrollment (registration receipt), prior to disbursement of scholarship funds.