



Scholarship Packet



Zeta Phi Beta Sorority, Incorporated

State of the Virgin Islands

Colleen Mae Williams Scholarship for Higher Education Scholarship Committee

#9062 Estate Strawberry | Christiansted, VI 00820-5626
(340) 277-9839 | vistatepublicaffairs@gmail.com

Scholarship Overview



On April 9, 2021, the Colleen Mae Williams Scholarship for Higher Education was established during the 16th Annual Virgin Islands State Leadership Conference. The scholarship was named in honor of Colleen Mae Williams, the first appointed State Director for the State of the Virgin Islands. Ms. Williams graduated with a Bachelor of Arts in English Secondary Education from the College of the Virgin Islands in 1983. She continued her educational journey by obtaining a Master of Arts in Educational Administration from the University of the Virgin Islands in 1996. Her passion for education included holding positions as a Secondary School Teacher, School Administrator, and Superintendent of Schools for the St. Croix District until her retirement. With her experience in education and her love for Zeta, Ms. Williams lives the principles of scholarship, service, sisterhood, and finer womanhood daily. She feels that “Education is the passport to the future, for tomorrow belongs to those who prepare for it today” (quote authored by Malcolm X). The Colleen Mae Williams Scholarship for Higher Education will be

provided annually to community members who attend the local universities to build our community educationally and provide resources to assist students in their academic endeavors.

- **GRADUATE SCHOLARSHIP:**

Biennially offered to a financial member of Zeta Phi Beta Sorority, State of the Virgin Islands, enrolled in a master or doctoral program. This scholarship provides \$1000 to the selected applicant to pay towards tuition and fees. The university must be a regionally accredited institution of higher learning. The recipient of this scholarship can only be awarded once.

All Applications materials must be postmarked no later than **January 29, 2022**



Zeta Phi Beta Sorority, Incorporated

State of the Virgin Islands

Colleen Mae Williams Scholarship for Higher Education
Scholarship Committee

#9062 Estate Strawberry | Christiansted, VI 00820-5626
(340) 277-9839 | vistatepublicaffairs@gmail.com

Scholarship Application Instructions

SUBMISSION DATE

All application materials must be mailed or emailed to the address below by ***January 29, 2022***:

Zeta Phi Beta Sorority, Inc., State of the Virgin Islands
ATTN: Scholarship Committee
Colleen Mae Williams Scholarship for Higher Education
9062 Estate Strawberry
Christiansted, VI 00820-5626
vistatepublicaffairs@gmail.com

EVALUATION CRITERIA - GRADUATE

Applications for the Colleen Mae Williams Scholarship for Higher Education are evaluated according to the following criteria:

1. Applicant must be a female currently enrolled in a master or doctoral degree program at a regionally accredited university. ***If a Soror is applying:*** Must be a financial member of Zeta Phi Beta Sorority, Inc. State of the Virgin Islands during the current sorority year.
2. Provide a comprehensive and complete application (Typed or Neatly Printed in Black or Blue Ink) *****Incomplete or late applications will not be considered.***
3. Must be in good standing with the university financially and academically.
4. The scholarship application must be postmarked/submitted by ***January 29, 2022***.

All Applications materials must be postmarked no later than ***January 29, 2022***



APPLICATION PROCESS

1. Obtain an application by emailing the Colleen Mae Williams Scholarship for Higher Education Committee to receive an electronic copy – vistatepublicaffairs@gmail.com
2. Download a copy of the application by visiting our website: <http://zphibvi.org> or our Facebook Page: <https://www.facebook.com/VIZetasRock>

ADDITIONAL INFORMATION

1. The Colleen Mae Williams Scholarship for Higher Education will be awarded based on a comprehensive and quality application with supporting documents. In addition, awards is based on the evaluation criteria.
2. One scholarship will be awarded to a graduate for \$1000.00. Scholarship recipients will be notified by mail and recognized during Zeta Phi Beta Sorority, Inc., State of the VI Service Above Self Awards Program.
3. The applicant must submit proof of enrollment/registration must be submitted **before** funds are released. The funds will be released directly to the recipient, and a receipt of payment is required to return to the scholarship committee.

All Applications materials must be postmarked no later than **January 29, 2022**



SCHOLARSHIP APPLICATION

PART I: PERSONAL INFORMATION

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

PART II: EDUCATIONAL/PROFESSIONAL INFORMATION

Name of School Currently Enrolled At

Degree Program

- We **ONLY** accept sealed, unopened copies of official transcripts via US postal mail or through the official e-transcript transmittal sent by the school, college, or university. Official transcripts are stamped, sealed, and mailed by the school; envelope sealed, and transcript mailed by the applicant, or last, the school, college, or university sends the (third party) electronic transmittal link in which the scholarship committee can directly download the transcripts. Unacceptable transcripts consist of email, opened, unsealed PDF copies of transcripts. Have the e-transcript transmittal link sent to email, vistatepublicaffairs@gmail.com .
- Include proof of enrollment letter of your current school. The date stamped must be within six months of your application date.
- Include a copy of your professional resume.

All Applications materials must be postmarked no later than **January 29, 2022**



PART III: WRITTEN ESSAY (300-500 WORD MAXIMUM)

Write a short essay about yourself, including:

1. Your plans after obtaining this degree.
2. Why did you choose to attend this university?
3. Why should you be selected to receive the Colleen Mae Williams Scholarship for Higher Education?

PART IV: EXTRA-CURRICULAR ACTIVITIES

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

1. Associations/National Organizations
2. Clubs/Athletics/Committees
3. Community Service Projects/Religious Activities/Volunteer Service



Part V: PHOTO OF SCHOLARSHIP APPLICANT

Include a recent photo of the Scholarship Applicant

PART VI: RECOMMENDATIONS

Two letters of recommendation are required for this application process. All letters of recommendation need to be addressed to the CMW Scholarship Committee. Letters of recommendation addressed to other individuals, and other organizations will not be accepted and denied. Letters of recommendation need to clearly state that the letter recommends the applicant's name for the Colleen Mae Williams Scholarship for Higher Learning. Letters of recommendation need to be reflective of activities and accomplishments within a reasonable timeframe. Letters of recommendation should be current, within six months of your application submission. Email submissions of letters recommendation are acceptable. Please email letters to email, vistatepublicaffairs@gmail.com.

SIGNATURE – Electronic Signatures are acceptable

I hereby affirm that I am an enrolled student in a graduate degree program with all the criteria set forth above and that all the statements presented in this application are factual. I have enclosed the necessary documents to be considered for this scholarship. I am willing to provide additional information should it be required. Should I be selected, I am ready to appear at the awards luncheon to receive the award letter. I agree to abide by all rules and regulations governing the decision and award of the Colleen Mae Williams Scholarship for Higher Education.

I hereby affirm that the information presented in this application is accurate to the best of my knowledge.

I hereby understand that any information submitted falsely will result in the forfeiture of the scholarship.

Applicant's Signature

Date

OFFICIAL USE ONLY

Date Received: _____ Application Packet Complete: _____ Date Reviewed: _____

All Applications materials must be postmarked no later than **January 29, 2022**



APPLICATION CHECKLIST

- Completion of Part I – Personal Information

- Completion of Part II – Educational/Professional Information
 - School Transcript

 - Proof of Enrollment

 - Professional Résumé

- Completion of Part III – Personal Written Essay

- Completion of Part IV – Extra-curricular Activities

- Completion of Part V – Professional Headshot of Applicant

- Completion of Part VI– Two Letters of Recommendation

- Signed Document

- Submission by – January 29, 2022

All Applications materials must be postmarked no later than **January 29, 2022**