I. PURPOSE

The overall purpose of the TSO Scholarship Program is to fulfill Society Purpose V.

II. GOAL

To provide funds for TSO members pursuing a doctorate in education.

III. AMOUNT:

The amount available per member will be **$7,500**. To receive the full scholarship amount, recipients must enroll in or register for at least 18 credit hours during the scholarship year. Refer to Section VI.C. for additional details.

IV. GENERAL INFORMATION/ELIGIBILITY

A. Applications are available online at www.dkgtexas.org.

B. Applicant must have been a member of the Texas State Organization (TSO) for a minimum of three (3) years **before June 1** of the application year.

C. Applicant must document active participation in the TSO of *The Delta Kappa Gamma Society International* through such things as attendance at chapter meetings, service through committees, elected offices, chapter projects and activities, attendance at workshops, conferences, conventions, etc.

D. Scholarship recipients are expected to remain active contributing members of the Society. See Section V.E. for information about expectations related to future involvement in TSO/DKG (**Goals for Future TSO/DKG Involvement**).

E. The applicant must have completed a **minimum of 18 hours toward the doctorate** by the first summer term of the year of application.

F. As a condition of receiving the scholarship and upon completion of the scholarship period, the recipient must complete and submit a Scholarship Report to the Chair of the TSO Scholarship Committee. The recipient must also submit an unofficial copy of the transcript showing completion of the coursework to the TSO Scholarship Chair.

V. APPLICATION PROCEDURE

A. The application form must be completed in its entirety and must be dated and signed by the applicant. The application should be completed using the TSO template and emailed to the address provided below.

B. The application must be accompanied by:

1. **three (3) letters** of recommendation, each dated and bearing the **original signature** of the writer:
   a. One letter of recommendation must be from the chapter president. The letter should address the applicant's chapter participation in areas such as attendance, committees, projects, chapter activities and offices held. *(If the applicant is the current chapter president, please state that fact and secure a substitute letter from another officer.)*
   b. The second letter of support must be from the applicant's immediate supervisor or principal. This letter should address the applicant's ability, job performance, and/or scholarship.
   c. The third letter must be a character reference, addressing the applicants' positive personal qualities and character.
2. a complete un**official** current transcript

C. The application materials must be received no later than **March 1** of the year in which application is made.

D. The completed application, the three letters of recommendation, and the transcript(s) must be submitted in **one** email (may have multiple attachments).

E. In the "**Goals/Purpose of Study**" section, the applicant must provide a clear statement of her goals and rationale for earning a doctorate, including planned date for completion. The applicant must also clearly state the area of study and provide post-doctoral short-term and long-term goals/plans related to the field of education. In the "**Goals for Future TSO/DKG**

Involvement" section, the applicant must identify the specific offices and/or committees in which she plans to serve at the chapter, area, state, and/or international levels and describe how she expects to be involved in other DKG activities after receiving this scholarship. The applicant must also describe specifically how she plans to "give back" to TSO in return for receiving the scholarship; for example, you will volunteer to serve on the TSO Scholarship Committee in the near future; serve in a leadership capacity within the organization; write an article for the *Lone Star News* about how the scholarship aided your goals and plans for earning a doctorate and furthering your career in education; sharing the results of your doctoral work within the schools, chapter, at TSO/DKG conventions, or within the community, etc.

F. The applicant is responsible for submitting all required data including the completed application, **transcripts** of all work completed to date, and endorsement letters.

G. Neither the Scholarship Chair nor the committee can assume responsibility for collecting data for any application.

H. **Incomplete/Unsigned applications will not be considered.**

I. All documentation must be emailed to the scholarship chair (address below).

VI. INFORMATION ON DISTRIBUTION AND DOCUMENTATION

A. Stipends are paid **after July 1** of the scholarship year.

B. Doctoral stipends of $7,500 are paid in two parts:

1. The first part is paid after the recipient provides **proof of payment for registration for nine (9) hours of doctoral work or evidence of enrollment for the dissertation, including submission of a copy of the proposal acceptance.** Note: If working on a dissertation, the hours may vary, but a copy of the PROPOSAL ACCEPTANCE must accompany the registration receipt.
2. The second part is paid after the recipient provides **proof of payment for registration for an additional nine (9) hours or evidence of enrollment for dissertation and after TSO Headquarters has a record of the first payment on file**.
3. **Send all documentation to the Chair of the TSO Scholarship Committee, who will approve each request for payment and forward it to TSO Headquarters for payment**.

C. The scholarship time period is one year, beginning with the summer term in the scholarship year to the end of the spring term or May-semester (if there is one) of the following calendar year. An exception will be considered for those enrolling in non-traditional study timeframes. **No recipient will receive an award unless enrollment is for the time period for which the scholarship is granted.**

D. A recipient cannot receive a state scholarship for more than two (2) years in succession. Applicants may apply for an additional scholarship after a lapse of one (1) year. A recipient may receive only one (1) TSO scholarship per year.

E. A recipient may accept a State and International Delta Kappa Gamma Scholarship for the same scholarship year.

APPLICATION MUST BE RECEIVED NO LATER THAN MARCH 1, 2027. Email to tsoscholarshipdkg@gmail.com.