

District of Columbia Cotley College Scholarship Application



Please Submit Application Package
No Later Than January 31, 2024¹

Required Materials: 3 letters of recommendation; school / home school records; essay; and background details

This scholarship is sponsored by the
Members of the D.C. Chapter of the P.E.O. Sisterhood

¹ Late applications are evaluated in June per funds availability

District of Columbia Cottey College Scholarship (DCCCS) Application Instructions

You must have been accepted to Cottey College before applying for this scholarship.

The deadline for the scholarship application is January 31, 2024. The Committee will review applications submitted and make award decisions in February. Applications received after the deadline will be handled as late applications and will be evaluated in June, pending funds availability.

To apply for the DCCCS, you must submit a complete application package, which includes:

1. Completed application (review all sections to ensure full completion).
2. Three letters of recommendation. The letters may be from a high school guidance counselor, teacher, family friend, previous or current employer or your sponsoring P.E.O. chapter. (One recommendation must be from a teacher or school group advisor, overseeing a group you contribute to regularly.)
3. A brief autobiographical essay that explains your reasons for wanting to attend Cottey College; what you hope to gain from this experience; and something unique or special about yourself that you would like to share.
4. Official school transcript from the last seven semesters of high school; or for as many semesters as you have completed at your time of DCCCS application. If a college transfer student, an official college transcript is required.
5. Optional - A photograph of yourself for the purpose of creating a press release for the award.

Modifications for Home-Schooled Students:

In lieu of an official transcript, submit a copy of the following forms required by Cottey College Admissions:

- Cottey College Home-Schooled Student Form;
- Official Home School Credit Evaluation;
- Two recommendation letters from someone, other than a family member, who has knowledge of the applicant's academic and/or extracurricular achievements; and
- A recommendation letter from parent, if acting as teacher, or another individual who has knowledge of the applicant's academic achievement.

Please email your application package to the District of Columbia Cottey College Scholarship Chairman listed below. Upon receipt of your application, you may be asked by the Chairman to submit additional information (i.e., financial statement, additional letters of recommendation or a P.E.O. local chapter scholarship recommendation form). Therefore, please pay attention to the deadline and plan ahead. Please contact us at kolbe@aol.com if you have any questions.

E-mail your completed package no later than January 31, 2024 to:

Caran Kolbe McKee, Chairman
D.C. Cottey College Scholarship Committee
Email: kolbe@aol.com

Family Information

Please provide the following information about your family. Please mention any special circumstances such as disabled or deceased parent(s).

Mother

Father

Name

Name

Address

Address

City / State / Zip Code

City / State / Zip Code

Occupation

Occupation

Number of siblings _____

Number of family members in college (including yourself and parents) _____

Special circumstances: _____

Educational Information

(Please use additional sheets to answer questions. Please attach to back of application.)

High School / College _____

City _____ State _____

Date of high school graduation _____

Cumulative G.P.A. and scale. Note if any AP courses are not weighted, etc. _____

ACT or SAT score (circle applicable test) _____

College / university GPA for semesters completed _____

Please list your principal activities while in school, including any work experience and volunteer service.

Activity	Years of Participation	Special Honors Recognition/Awards
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Other Special Awards or Recognition

What are your educational / career goals at this time? (200 words or less)

What was your favorite course in school and why? (200 words or less)

Explain your most fulfilling leadership opportunity during the last two years. (200 words or less)

Explain what characteristics make you who you are, include a specific example.
(200 words or less)

Explain how you balance completing day-to-day responsibilities (e.g. family, school, chores, work) with setting and achieving longer term goals. (200 words or less)

Have you had any contact with a local P.E.O. chapter or member? Yes _____ No _____

If yes, please list her name, contact information and chapter:

Name _____

Address _____

City _____ State _____ Zip Code _____

Telephone _____ Email _____

P.E.O. Chapter _____

SIGNATURE

I, _____ (your name), certify that all statements in this application are factually correct and honestly presented to the best of my knowledge. I understand that failure to provide true and complete information can result in withdrawal of scholarship monies.

Signature _____

Date _____