

# 2020 Scholarship Invitation

Application Deadline: **May 15, 2020**

January 01, 2020

To Prospective Applicant,

One of the main objectives of the Daughters of Penelope has been the promotion of education amongst our membership, young Hellenes, and the community at large.

To this end, the Daughters of Penelope mandated a scholarship program and the formation of the Daughters of Penelope Foundation, Inc. to nurture, grow and maintain this scholarship program.

The Daughters of Penelope Foundation, Inc. scholarships are awarded to qualifying young women enrolled in Graduate and Undergraduate programs prior to the Supreme Convention each year. The amount of scholarships will be confirmed by January 1, 2020 so please check our website for details.

Attached to this letter is the **2020 Scholarship Application**. It is very important that you review the application carefully so you can become familiar with the items which are required. **Be sure to refer to page 1 of the application for a checklist of items which must accompany your application. Incomplete applications will be disqualified.**

The fillable .pdf version of the application can also be downloaded from the internet at [www.dopfoundationinc.com](http://www.dopfoundationinc.com) or [www.daughtersofpenelope.org](http://www.daughtersofpenelope.org).

Please contact me if I can be of any assistance to you or if you have any questions.

Yours sincerely,

*Antoinette Marousis-Zachariades*

Antoinette Marousis-Zachariades,  
Scholarship Chairman  
305 Worth Street, Brick, NJ 08724  
e. [dopfoundationsscholarship@gmail.com](mailto:dopfoundationsscholarship@gmail.com)  
t. 732-458-8782

*Only Applicants may inquire with the Scholarship Chairman regarding their application.*

# 2020 SCHOLARSHIP APPLICATION

Revised Dec. '19

## PART 1 ALL STUDENTS

### ELIGIBILITY & APPLICATION CHECKLIST

Please utilize this checklist of items which **must** be completed in your application in order to avoid disqualification.

- Be a woman.
- Have a current member of your immediate family\* or legal guardian (court appointed) in the Daughters of Penelope or the Order of AHEPA who are active and in good standing for a minimum of 24 continuous months prior to the scholarship deadline date, or be an active member in good standing for a minimum of 24 continuous months prior to the scholarship deadline date in the Daughters of Penelope or the Maids of Athena.  
\* Immediate family means father, mother or grandparent.
- Both the affiliated Chapter President **AND** Secretary must verify membership of applicant or of immediate family by completing and signing the last section of this application.
- Also applying for a designated **Financial Need Scholarship**?  
**US Students** must submit a copy of the **first two pages** of their own (if independent) or their parent(s)' (if claimed as a dependent) complete IRS forms and completed Free Application for Federal Student Aid (FAFSA). Black out all Social Security Numbers.  
**Canadian Students** must submit a copy of their own (if independent) or their parent(s)' (if claimed as a dependent) T1 General Income Tax form (4 pages) and completed Financial Need Assessment form currently accepted at your university. Black out all Social Insurance Numbers. All financial information will be kept in the strictest confidence.
- Write an essay in English, typed or handwritten clearly (one page only), about your education and vocational goals.
- Include a non-returnable wallet-sized recent photo for possible use of the Daughters of Penelope Foundation, Inc. By submitting a photo the Foundation reserves the right to use the submitted photo in publications concerning the scholarship unless a specific written objection to said use is included when the photo is submitted.

## PART 2a

### Additional **UNDERGRADUATE** Checklist items:

- The Applicant must be a High School Senior, recent High School Graduate, GED recipient, or equivalent, applying for admission to an accredited college, university or technical school, or an undergraduate at the college level.
- Official School Transcripts from the Registrar's office from High School (or GED) and/or all College(s) attended.  
**OFFICIAL TRANSCRIPT** is defined as a **signed and sealed** record produced by your school's Registrar. It can be included in your packet and sent by Certified Mail to the Scholarship Chairman; or sent directly from your school to the Chair by regular mail. **Note:** Opened transcripts, not in an official signed and sealed envelope, are invalid and unofficial and will not be accepted.
- ONE** current letter of recommendation from a past or present faculty member. Note: Letter may be mailed separately by the faculty member.
- ONE** current letter of recommendation from a community source (i.e. employer, priest or another person who knows your vocational goals). Note: Letter may be mailed separately by the community source.
- Signed and Dated Application (by the Applicant only).
- ➔ **Applicant must not be a former recipient of an Undergraduate award of the Daughters of Penelope Foundation, Inc. Scholarship Program.**

## PART 2b




### Additional **GRADUATE** Checklist items:

- Official evidence of acceptance to, or current enrollment in, a M.A., M.S., M.B.A., Ph.D, D.D.S., J.D., M.D., or other university post-graduate program.
- TWO** current letters of recommendation from a past or present faculty member. Note: Letters may be mailed separately by the faculty members.
- Official School Transcripts from the registrar's office of **ALL** colleges attended.  
**OFFICIAL TRANSCRIPT** is defined as a **signed and sealed** record produced by your school's Registrar. It can be included in your packet and sent by Certified Mail to the Scholarship Chairman; or sent directly from your school to the Chair by regular mail. **Note:** Opened transcripts, not in an official signed and sealed envelope, are invalid and unofficial and will not be accepted.
- Signed and Dated Application (by the Applicant only).
- ➔ **Applicant must not be a former recipient of a Graduate award of the Daughters of Penelope Foundation, Inc. Scholarship Program. Previous Undergraduate Scholarship winners are eligible for a Graduate Award.**

## PART 3

- The applicant understands that your application and all supplementary material become the property of the Daughters of Penelope Foundation, Inc. for IRS compliance reasons and cannot be returned. **You are encouraged to make a photocopy of your application before submission.**

## REQUIRED POSTAL METHOD!

-   **U.S. APPLICANTS:** United States Postal Service - Certified Mail and **Return Receipt Requested** (postcard or email).
  -   **CANADIAN APPLICANTS:** Canada Post Registered Mail via Xpresspost with **signature of receipt required.**
  -   **EUROPEAN APPLICANTS:** European equivalent mail service with **signature of receipt required.**
- Please contact the Scholarship Chairman if you have any questions or concerns regarding these mailing requirements. Your application will **NOT** be considered if couriered, faxed, emailed or submitted late.

## SEND TO:

Antoinette Marousis-Zachariades,  
Scholarship Chairman  
305 Worth Street, Brick, NJ 08724

e. dopfoundationscholarship@gmail.com  
t. 732-458-8782

## DEADLINE!

Applications **MUST** be postmarked by **MAY 15, 2020**



# 2020 SCHOLARSHIP APPLICATION



Applications must be typed or handwritten clearly (online application is a fillable PDF at [www.dopfoundationinc.com](http://www.dopfoundationinc.com)). All requirements and questions must be completed and answered or application **will be disqualified**. Revised Dec. '19

## TELL US ABOUT YOURSELF

Note: An attached, wallet-sized recent photo is **REQUIRED** - please write your name on the back (non-returnable)

FIRST NAME	MIDDLE NAME	LAST NAME	CITIZENSHIP
DATE OF BIRTH (Month, Day, Year)	HOME ADDRESS	If "Other" was selected, please specify:	
CITY	STATE/PROVINCE	ZIP/POSTAL CODE	
DAYTIME TELEPHONE NUMBER	EMAIL ADDRESS	GRADE COMPLETED	
NAME AND ADDRESS OF SCHOOL OR COLLEGE/UNIVERSITY FROM WHICH YOU ARE ABOUT TO GRADUATE			

ADDRESS WHILE ATTENDING COLLEGE/UNIVERSITY (if different from Home Address above)

**SCHOLARSHIPS:** List all of the scholarships you have received, their respective amounts and year received.  Applicant has typed an additional document - see attached printout

SCHOLARSHIP NAME	AMOUNT (\$)	YEAR RECEIVED
1.		
2.		
3.		
4.		

**ACTIVITIES:** List school activities (class year, high school/college societies, athletics, offices held).  Applicant has typed an additional document - see attached printout

ACTIVITY	DETAILS
1.	
2.	
3.	
4.	

**HONORS:** Name scholastic honors, awards and activities achieved during the last two (2) years.  Applicant has typed an additional document - see attached printout

NAME OF HONOR
1.
2.
3.
4.

**COMMUNITY:** List community activities in which you have participated  Applicant has typed an additional document - see attached printout

ACTIVITY	ROLE	YEAR(S)
1.		
2.		
3.		
4.		

**FACULTY MEMBER LETTER(S):** List the name and title of a past or present faculty member whose current letter(s) of recommendation is enclosed with this application (**ONE** for Undergraduate Applicants, **TWO** for Graduate Applicants). Letters of Recommendation **MAY** be mailed separately by the faculty member(s):

NAME	TITLE	SCHOOL
1.		
2.		

**COMMUNITY SOURCE LETTER:** List the name and title (if applicable) of the community source whose letter of recommendation is enclosed with this application (Undergraduates only). Letters of Recommendation **MAY** be mailed separately by the community source:

NAME	TITLE	AFFILIATION WITH APPLICANT

**FINANCIAL NEED SCHOLARSHIP:** Do you also want to be considered for a designated Financial Need Scholarship?  No  Yes

**US Students** must submit a copy of the first two pages of their own (if independent) or their parent(s)' (if claimed as a dependent) complete IRS forms and completed Free Application for Federal Student Aid (FAFSA). Black out all Social Security Number references. **Canadian Students** must submit a copy of their own (if independent) or their parent(s)' (if claimed as a dependent) T1 General Income Tax form (4 pages) and completed Financial Need Assessment form currently accepted at your university. Black out all Social Insurance Numbers. All financial information will be kept in the strictest confidence.

## AFFILIATIONS

ARE YOU A MEMBER OF THE <b>DAUGHTERS OF PENELOPE</b> ?	CHAPTER NAME & #	CHAPTER CITY	CHAPTER STATE/PROVINCE	YEAR OF INITIATION
<input type="checkbox"/> No <input type="checkbox"/> Yes If YES, please supply the following information:				
ARE YOU A MEMBER OF THE <b>MAIDS OF ATHENA</b> ?	CHAPTER NAME & #	CHAPTER CITY	CHAPTER STATE/PROVINCE	YEAR OF INITIATION
<input type="checkbox"/> No <input type="checkbox"/> Yes If YES, please supply the following information:				

**NOT A MEMBER?** If you are not a member, please list up to two immediate family members (or legal guardians) who have been Active Members in the Order of AHEPA and/or the Daughters of Penelope for a minimum of 24 continuous months prior to the scholarship deadline. These affiliations must be confirmed by their local chapter's President and Secretary in the "AHEPA Family Verification" section on the following page:

FULL NAME	RELATIONSHIP	CHAPTER NAME & #	CHAPTER CITY	CHAPTER STATE/PROVINCE	YEAR OF INITIATION
1.					
FULL NAME	RELATIONSHIP	CHAPTER NAME & #	CHAPTER CITY	CHAPTER STATE/PROVINCE	YEAR OF INITIATION
2.					

## UNDERGRADUATE APPLICANTS

FROM WHICH JUNIOR COLLEGE, COLLEGE, UNIVERSITY, OR ACCREDITED TECHNICAL SCHOOL DO YOU PLAN TO OBTAIN YOUR DEGREE?

HAVE YOU ALREADY BEEN ACCEPTED INTO THIS SCHOOL?	ANTICIPATED MAJOR FIELD OF STUDY	ANTICIPATED START DATE:
<input type="checkbox"/> No <input type="checkbox"/> Yes		

WHAT DEGREE DO YOU PLAN TO ATTAIN?	In what subject area?
<input type="checkbox"/> A.A. <input type="checkbox"/> B.A. <input type="checkbox"/> B.S. Other:	

## GRADUATE APPLICANTS

FROM WHICH UNIVERSITY DO YOU PLAN TO OBTAIN YOUR POSTGRADUATE DEGREE?

HAVE YOU ALREADY BEEN ACCEPTED INTO THIS SCHOOL?	MAJOR FIELD OF STUDY	ANTICIPATED START DATE:
<input type="checkbox"/> No <input type="checkbox"/> Yes		

WHAT DEGREE DO YOU PLAN TO ATTAIN?	In what subject area?
<input type="checkbox"/> M.A. <input type="checkbox"/> M.S. <input type="checkbox"/> M.B.A. <input type="checkbox"/> PH.D. <input type="checkbox"/> D.D.S. <input type="checkbox"/> J.D. <input type="checkbox"/> M.D. Other:	

In what subject area?

## AHEPA FAMILY VERIFICATION

To be completed and verified by your local chapter's President and Secretary (only). Letters of Recommendation MAY be mailed separately by the community source:

WE ARE PLEASED TO RECOMMEND (NAME OF APPLICANT)	AS A CANDIDATE FOR ANY (SELECT ONE)
	<input type="checkbox"/> Undergraduate Award <input type="checkbox"/> Graduate Award

WE VERIFY THE MEMBERSHIP OF THE <b>APPLICANT</b> IN OUR CHAPTER :		
FULL NAME OF APPLICANT	MEMBERSHIP #	# OF YEARS AS A MEMBER IN GOOD STANDING (DUES PAID)

CHAPTER NAME	CHAPTER #	CHAPTER CITY	CHAPTER STATE/PROVINCE	AHEPA FAMILY BRANCH (SELECT ONE)
				<input type="checkbox"/> DAUGHTERS OF PENELOPE <input type="checkbox"/> AHEPA <input type="checkbox"/> MOA

**OR** WE VERIFY THAT THE **IMMEDIATE FAMILY MEMBER(S)** (OR LEGAL GUARDIANS) LISTED ABOVE IN THE "AFFILIATIONS" SECTION HAVE BEEN ACTIVE MEMBERS IN GOOD STANDING WITH OUR CHAPTER FOR A MINIMUM OF 24 CONTINUOUS MONTHS PRIOR TO THE SCHOLARSHIP DEADLINE

FULL NAME	RELATIONSHIP TO THE APPLICANT	# OF YEARS AS A MEMBER IN GOOD STANDING (DUES PAID)
1.		
FULL NAME	RELATIONSHIP TO THE APPLICANT	# OF YEARS AS A MEMBER IN GOOD STANDING (DUES PAID)
2.		

<b>CHAPTER OFFICERS INFORMATION</b>				
CHAPTER PRESIDENT - FULL NAME		DAYTIME TELEPHONE NUMBER	EMAIL ADDRESS	CHAPTER PRESIDENT SIGNATURE
HOME ADDRESS		CITY	STATE/PROVINCE	ZIP/POSTAL CODE
CHAPTER SECRETARY - FULL NAME		DAYTIME TELEPHONE NUMBER	EMAIL ADDRESS	CHAPTER SECRETARY SIGNATURE
HOME ADDRESS		CITY	STATE/PROVINCE	ZIP/POSTAL CODE




## APPLICANT SIGNATURE (Must be signed by APPLICANT or be subject to disqualification)

In applying for this scholarship and signing below, I acknowledge and agree that all scholarship awards will be paid directly to the recipient's educational institution.

APPLICANT'S SIGNATURE ( <b>MUST</b> BE THE SIGNATURE OF THE APPLICANT)	DATE:
<b>X</b>	

**DEADLINE!** Applications **MUST** be postmarked by **MAY 15, 2020**

### REQUIRED POSTAL METHOD!

-   **U.S. APPLICANTS:** United States Postal Service - Certified Mail and **Return Receipt Requested (postcard or email).**
  -   **CANADIAN APPLICANTS:** Canada Post Registered Mail via Xpresspost with **signature of receipt required.**
  -   **EUROPEAN APPLICANTS:** European equivalent mail service with **signature of receipt required.**
- Please contact the Scholarship Chairman if you have any questions or concerns regarding these mailing requirements. Your application will **NOT** be considered if couriered, faxed, emailed or submitted late.

### SEND TO:

Antoinette Marousis-Zachariades,  
Scholarship Chairman  
305 Worth Street, Brick, NJ 08724  
e. dopfoundationscholarship@gmail.com  
t. 732-458-8782

➔ Only **APPLICANTS** may inquire with the Scholarship Chairman regarding their application.

**THE SCHOLARSHIP CHAIRMAN WILL NOTIFY ALL SCHOLARSHIP RECIPIENTS WITH THE FINAL DECISION BY POSTAL MAIL.**

All scholarship awards will be paid directly to the recipient's educational institution. For undergraduate students: the award will be sent once **proof of full-time student status** (as defined by your educational institution) and **proof of enrollment** from this accredited College, University or Technical School is received by the scholarship chairman. For graduate students: the award will be sent once **proof of enrollment** from this accredited Graduate School/University is received by the scholarship chairman.

**CLICK YELLOW BUTTON TO PRINT**

### Email Requirement

Applicants should not utilize their high school issued email as it will expire upon graduation and if they are awarded a scholarship after the initial postal letter, all correspondence will be through email.

### AHEPA Family Verification

The applicant may sponsor themselves as long as they have met the requirements, otherwise it must be an immediate family member or legal guardian as defined on page 1 of application.

### Chapter Certification

The Chapter is verifying that the sponsor of the applicant which is an immediate family member or legal guardian or self has been an active member in good standing with their chapter for a minimum of 24 continuous months prior to the scholarship deadline. The affiliated chapter president and secretary of the sponsor (be it DOP, AHEPA or MOA) must sign off on this application or it will be disqualified

Lastly, I cannot stress enough the importance of a well written and thoughtful essay and letters of recommendation are in completing the application process. The evaluators want to get a sense of the individuals, their accomplishments and their goals for the future.



## Tips for applying for a Daughters of Penelope Scholarship

Review the application process early to insure that you will be able to fulfill all the requirements in a timely manner.

Typed applications make a nicer presentation, online is a fillable scholarship application which will be more legible than a hand written application.

Spell check and grammar check.

Essay should be written in paragraph form; don't re-tell what is on your application and double space.

Applicant should choose someone who will write a recommendation that can really illuminate who they are!!

Please use black ink! Font type should be a standard font such as Arial, Times New Roman, Calibri and size should be an 11 or 12.

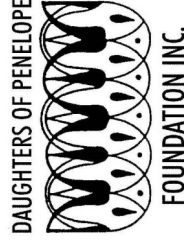
If you are unsure of something or you have a question please contact the Scholarship Chairman.  
She is only a phone call or email away!!

Daughters of Penelope Foundation Website  
[www.dopfoundationinc.com](http://www.dopfoundationinc.com)

Scholarship Chairman Email Address  
[dopfoundationsscholarship@gmail.com](mailto:dopfoundationsscholarship@gmail.com)



# Understanding The Daughters of Penelope Scholarship Process



Daughters of Penelope Foundation, Inc.

Presented By:  
Antoinette Marouis-Zachariades  
Scholarship Chairman

## The Daughters of Penelope Scholarships

### are Tax Free

#### ***What is a tax free scholarship?***

In order for a scholarship to be tax free it must be used for tuition, books and other fees related to classes only. Further, the money must go directly to the institutions, if the money is given directly to the student it becomes a taxable scholarship and the recipient will have to pay taxes on the scholarship.

The old school of thought was by giving the applicant the money directly, it would not interfere with financial aid assistance. However, with the new rules from the IRS in regards to tax free scholarships one must think of it this way. All students do not qualify for financial aid assistance; as well financial aid assistance does not cover all expenses of school. Most students will have to take out student loans thru government programs and private loans that will have to be paid back over time. The scholarship money will reduce the loan amount.

## Duties of the Scholarship Chairman

The duties of the Scholarship Chairman are to assist the applicant in the scholarship process. As well, she receives the applications and certifies that all requirements are met. After the scholarship applications have been evaluated by an independent evaluation committee the Chairman will then notify all applicants of their results by postal mail. Further, she will continue to work with the recipients until all other required information is obtained before mailing the checks to the institutions. She must abide by the rules and regulations set forth by the Foundation and render a report to the Foundation.



## Evaluation Committee

The evaluation committee uses a rubric for evaluating the scholarships that has been provided by the Foundation. It is their duty to rank the scholarships and assign the scholarship award to the recipients. As well, the committee consists of 3 evaluators who are not Greek, not affiliated with the AHEPA Family, and not affiliated with the applicants or family members.

## The Scholarship Application

The application will be available online by the end of January on the Foundation website and the DOP Website, there are two formats available: a PDF and a Fillable PDF. Please encourage applicants to review the application process early to insure that they will be able to fulfill all the requirements in a timely manner and not wait until the eleventh hour. Applicants who wait until the last minute have a greater chance for missing items from the checklist, which will result in disqualification. As well, if they have any questions about the application process, it is better to inquire early with the Scholarship Chairman.

The scholarship application is four pages, all instructions, requirements and a check list has been provided. Please utilize the Check List and include this page as it is part of the application and it will assist in fulfilling the required elements of the process.

## Mailing Process

There are 3 different mailing procedures please utilize the one that pertains to you.

For U.S. Applicants: **United States Postal Service - Certified Mail and Return Receipt Requested (postcard or email).**

For Canadian Applicants: **Canada Post Registered Mail via Xpresspost with signature of receipt required.**

For European/Overseas Applicants: **European/Overseas equivalent mail service with signature of receipt required.**

## For U.S. Applicants:

**United States Postal Service - Certified Mail and Return Receipt Requested (postcard or email).**

**Certified Mail** is a special USPS service that provides proof of mailing via a receipt to the sender. ... **Return Receipt** provides evidence of delivery in the form of a postcard signed by the recipient or an e-mail with an electronic copy of the recipient's signature. You will also be able to track your packet with this service. You must physically go to the post office and request this service for an extra fee.

## For Canadian Applicants:

**Canada Post Registered Mail via Xpresspost with signature of receipt required** is a special Canadian Post service that provides proof of mailing via a receipt to the sender. ... **Return Receipt** provides evidence of delivery in the form of a postcard signed by the recipient or an e-mail with an electronic copy of the recipient's signature.

## For European/Overseas Applicants:

**European/Overseas equivalent mail service with signature of receipt required.** The Europeans/Overseas are the **only applicants allowed to use UPS, FedEx and DHL, etc.** as this is their only means of mailing certified and requesting a return signed receipt.

## Postal Note

There is no need to pay extra for priority mailing or overnight mailing. The application just has to be postmarked by May 15<sup>th</sup> not be received by the Scholarship Chairman by May 16<sup>th</sup>.

