



PHI SIGMA SIGMA FOUNDATION

2024-2025 Scholarship/Educational Grant Application Instructions/Checklist

Deadline is April 17, 2024.

IMPORTANT REMINDERS

- *Uploaded documents should be PDF format and the file name should include your name (no commas).*
- *All recommendations must be completed as directed in the application.*
- *The 2024-2025 Scholarship/Education Grant Application is electronic.*

COMPLETE THE APPLICATION

The application may be accessed [here](#). You will be asked to log in to the sisters only section of the website. If you have not logged in before, select "Forgot username." If you need additional help, email datacoor@phisigmasigma.org:

How to find the scholarship application on Phi Sigma Sigma's secure website:

- Go to www.phisigmasigma.org and click on "Sign In" at the top right.
- Once signed in, hover over "Collegians" or "Alumnae." **Collegians** --> Individual Functions --> Scholarship Application. **Alumnae** --> Get Involved --> Scholarship Application.

The application will populate itself with information about you that is currently available in the Fraternity database. However, throughout the application you are provided the opportunity to add/update your information. The more you add/update the more points you will receive.

You are also able to return to your application and make changes up until the final deadline. That means you may return to the application as often as you need to AFTER you submit. In addition, you are able to submit your application and later upload forms like your recommendation or other documents as long as they are uploaded by the application deadline.

The Foundation will automatically consider your application for all of the scholarships for which you are qualified. We will ONLY consider you for educational grants if you complete the financial aid sections of the application.

Information regarding available educational grants, scholarships and Chapter Educational Funds may be found [here](#). Applicants no longer need to specify which scholarships they are applying for. All applications will be screened for eligibility for all scholarships.

Take care to follow all directions and comply with all requirements.

In order for your application to be considered, all of the following must be submitted **by April 17, 2024**. **Late materials** will not be considered, and **extensions** will not be granted. To assist you, fill in the date that each requirement was uploaded after receiving them from the appropriate sources.

APPLICATION CONTINUES ON THE NEXT PAGE

KEEP THIS PAGE FOR YOUR RECORDS

| | Collegiate Student <u>Date</u> <u>Submitted</u> | Graduate Student <u>Date</u> <u>Submitted</u> |
|----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--------------------------------------------------------|
| ✓ Educational Grant & Scholarship Application | _____ | _____ |
| ✓ Current official collegiate transcript | _____ | _____ |
| ✓ One of the following as appropriate: | | |
| a. graduate/law transcript (returning students) | N/A | _____ |
| b. letter of acceptance to graduate/law school (new graduate/law students) | N/A | _____ |
| ✓ Recommendation Submission, preferably from one of the following: Chapter Advisor, Faculty Advisor or Panhellenic Advisor | _____ | _____ |
| ✓ Personal Statement | _____ | _____ |
| <u>Educational Grant Applicants Only</u> | | |
| ✓ Financial Analysis: Completed FAFSA Student Aid Report <u>or</u> FAQ | _____ | _____ |
| ✓ Student's Income Tax Return (2022) | _____ | _____ |
| ✓ Parent's Income Tax Return (2022) | _____ | _____ |

An e-mail letter acknowledging the receipt of your application will be sent to you, as will reminders for any missing material. If you do not receive an e-mail within three days of submitting your application, please contact the Foundation at fndscholarship@phisigmasigma.org.

The award winners will be announced in the summer of 2024 with checks to be distributed in early January 2025.