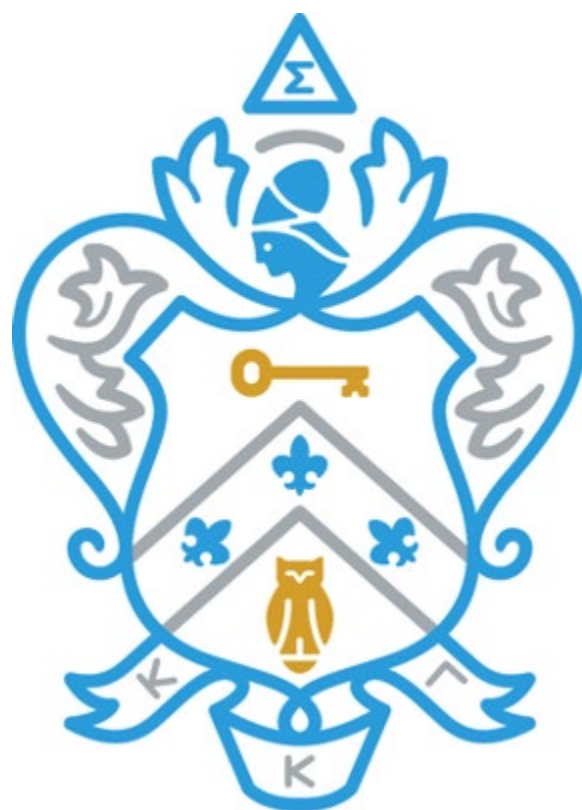


Scholarship Application Guide

2024–25 cycle

Scholarships awarded for the 2025–26 academic year



General Scholarship Information for All Undergraduate and Graduate Applicants	1
Am I Eligible?.....	1
GPA and Transcripts	2
References	3
Reference Link.....	3
Upload a Reference.....	4
Types of Scholarships	5
Undergraduate Merit-Based Scholarships.....	5
Undergraduate Merit-Based Scholarship Checklist.....	6
Undergraduate Need-Based Scholarships	7
Undergraduate Need-Based Scholarship Checklist	9
Marisol Scholarship.....	10
Undergraduate Marisol Scholarship Checklist.....	12
Graduate Scholarships	13
Graduate Scholarship Checklist	15
Timeline	16
How Do I Apply?.....	16
Technology Troubleshooting.....	17
FAQs	19
Appendix.....	22
Cost of Attendance	22
Student Aid Index.....	24

General Scholarship Information for All Undergraduate and Graduate Applicants

Welcome to the Scholarship Application Guide. This resource is here to assist you through all steps of the scholarship process. We recommend downloading and reading the entire document prior to starting your online application. **Each applicant is responsible for reading, understanding, and adhering to the Scholarship Application Guide and all instructions outlined in the application. Failure to thoroughly follow all instructions may make your application ineligible. Prior to submitting your online application, you must accept an agreement stating you have read and understand the Scholarship Application Guide and that all information on your application is true and complete.**

After reading the entire Scholarship Application Guide, if you have specific questions not addressed in this guide, email scholarships@kappa.org. Be sure to include your first and last name, chapter, school, type of scholarship for which you are applying along with your question(s). You will receive a response within 48 hours. If you email a question on the due date, do not expect a response by the 5 p.m. Eastern Time deadline.

The Kappa Foundation offers three types of scholarships: graduate, undergraduate merit-based and undergraduate need-based.

Applicants may only apply for one scholarship per academic year. Scholarships are awarded for the next academic year. Scholarship funds may only be used for educational purposes, such as tuition payments, cost of books, and lab fees. Scholarships may not be used to pay for debt already incurred or chapter dues or fees. Do NOT include that you need the scholarship to pay your chapter dues in your essay. We cannot award you a scholarship for your chapter dues—no exceptions.

There are scholarships specifically for language study abroad programs, STEM, music, risk management, journalism, education and home economics as well as for our BIPOC members. You do not need to apply for a specific scholarship but you do need to include your field of study and activities on your application so that we may note your eligibility for specific scholarships. If you wish to be considered for our BIPOC scholarships, you must complete the optional question on race identification on the application. Applicants are automatically considered for any scholarships for which they qualify.

Your Kappa.org profile should be updated with your current and previous name(s). Please take time to update your profile contact information. Do not use a shared email on your Kappa profile or your application. You should use a personal email address. Be aware that emails sent to @edu are often rejected. Emails from @kappa.org may end up in your spam or promotional folders if you do not add scholarships@kappa.org to your contacts. If you unsubscribe from Kappa emails, your application will not be considered.

Am I Eligible?

All applicants must meet the following eligibility requirements:

- Applicants must be initiated members of Kappa Kappa Gamma by Feb. 3, 2025.

- Applicants must be in good standing with the Fraternity and comply with the Kappa Kappa Gamma Fraternity *Bylaws, Standing Rules* and *Policies* as well as other governing documents of the Fraternity and Foundation.
- Applicants must be pursuing a college degree during the 2025–26 academic year.
- Applicants who study abroad or have an internship or co-op may qualify for a scholarship for the term they are away from campus. If they do not qualify for a specific study abroad or co-op scholarship while away from campus, they could be awarded a partial scholarship for the term they are on campus.
- If awarded a scholarship, applicants must remain members in good standing throughout the term of the scholarship.
- Applicants must have met the Fraternity and chapter financial obligations. Alumnae applying for graduate scholarships must pay the \$38 per capita fee to their local alumnae association or via [Dues Direct](#).
 - Note: College seniors applying for a graduate scholarship already paid the per capita fee as part of their chapter dues.
 - Alumna members within eight years of their initiation date (excluding alumna initiates) or members who have reached their 65-year member milestone: \$28.
- Applicants must meet the minimum GPA requirements for the type of scholarship for which they are applying. See the [GPA and Transcripts](#) section for details.

GPA and Transcripts

- Unofficial transcripts are acceptable.
- Be sure you read the **CUMULATIVE grade point average (GPA) REQUIREMENTS** for the type of scholarship for which you are applying. Cumulative GPA refers to **the overall GPA, which includes dividing the number of quality points earned in all courses attempted by the total degree-credit hours in all attempted courses**. It should be listed on your unofficial transcript.
- **DO NOT round up your GPA** on your application. For graduate and merit-based applicants, if you have a 3.18, that is not a 3.2. Your application will be ineligible. For need-based applicants, a 2.98 cumulative GPA is not a 3.0. Your application will be ineligible.
- Your self-reported application cumulative GPA should match your unofficial transcript cumulative GPA. Enter your most recent cumulative GPA including final grades from fall 2024 on your application. Any discrepancies could make your application ineligible.
- Do not upload a transcript if classes are **in progress for the fall 2024 term**. You must wait until the final grades are posted and reflected in your cumulative GPA in order to upload your transcript to your online application. Applicants can work on other parts of the

application and upload the transcript in late December or January when final grades are posted and reflected in the cumulative GPA. Your application will be ineligible if you upload your transcript with “in progress” classes without final grades for the fall term. If your school is on quarters and your winter classes are “in progress,” that is acceptable.

- If you were not a student for the fall 2024 term, use your most recent unofficial transcript showing your cumulative GPA.
- If you studied abroad and do not have final grades from the fall 2024 term by the due date, use your most recent transcript showing your cumulative GPA and “study abroad” listed for the fall 2024 term.
- If your graduate school program uses pass/fail, you must have passing grades to apply.
- If your graduate school program does not use transcripts, upload a letter from your university stating that information.
- Upload your transcript in late December or January AFTER final fall 2024 grades have been posted and reflected in your cumulative GPA.
- Your transcript must include your name and school. Save your transcript prior to uploading to your application using the following format: Last name_First name_transcript.
- All uploads must be PDF, JPEG or Microsoft Word documents.

References

The requirements for the **number and types of references** vary by application category. Be sure to follow the instructions exactly depending on which application you select (graduate, undergraduate merit-based or undergraduate need-based).

Select your references carefully. Be sure to select a reference who knows you well and can speak to the prompt. If you do not select an appropriate reference, your application will be ineligible.

Make sure your reference writer(s) uses the name associated with your application. Contact your references early to give them ample time to complete the online reference form.

REFERENCE LINK

When you use the scholarship **reference link** within the online application, an email will be sent to the reference writer that includes the deadline and the reference prompt. Once the reference is complete, the reference writer’s name and date of submission will show in the reference box on your application footer. **It is the applicant’s responsibility to check that references have been submitted by the deadline.** Do not contact Kappa Headquarters or email scholarships@kappa.org to ask if your reference has been submitted. Use the appropriate scholarship category **checklist** provided in this guide to track the reference process.

UPLOAD A REFERENCE

If you do not use the reference link, make sure the reference writer includes their name, position title and contact information or the letter will be ineligible. Provide the reference writer with the prompt below.

Reference prompt:

In 500 words or less, please describe how you know the applicant and why the applicant is a good candidate for a Kappa Kappa Gamma Foundation scholarship. Please describe your personal knowledge of the applicant's significant academic, professional or other accomplishments, work ethic, and any special circumstances that would help us know the applicant better.

If a reference writer sends you the letter directly, you are responsible for uploading it to your application prior to the deadline.

References must be current and written for a Kappa Kappa Gamma scholarship. Do not reuse a reference from a previous Kappa scholarship application.

All uploads must be PDF, JPEG or Microsoft Word documents.

References are not accepted via email or U.S. mail.

References submitted after the deadline are not accepted. No exceptions.

You will be evaluated on the strength of your reference choices as well as the content of their reference.

Types of Scholarships

The Kappa Foundation offers three types of scholarships:

1. Undergraduate Merit-Based
2. Undergraduate Need-Based
 - a. Within the need-based scholarship, there is also an additional Marisol Scholarship option.
3. Graduate

UNDERGRADUATE MERIT-BASED SCHOLARSHIPS

Undergraduate applicants may apply for a **merit-based** OR **need-based** scholarship but not both. If you try to apply for both types of scholarships, **neither** application will be accepted.

If you are a **graduating senior** applying for graduate school, use the graduate application.

If you will be a **fifth-year undergraduate** student, apply for an undergraduate merit-based or need-based scholarship, not a graduate scholarship.

Merit-based awards are up to \$3,000 per year or up to \$1,500 per term.

Requirements include:

- Initiated by Feb. 3, 2025.
- Dues-paying member in good standing throughout the term of the scholarship for the 2025–26 academic year.
- Full-time enrollment, which is considered a minimum of 12 credit hours per term.
- A cumulative GPA of 3.2 or higher on a 4.0 scale.
- One **chapter** reference from an incoming or outgoing member of the chapter Executive Board. All incoming or outgoing chapter advisers or Content Specialists are also acceptable chapter references. References from a family friend, employer, roommate or social contact is **not** an acceptable chapter reference and your application will be ineligible. The reference writer must state how they know the applicant.
- One **academic** reference from a college professor, teaching assistant, dean or academic adviser. If your school uses life coaches or life plan mentors for academic advising, that is acceptable. References from high school teachers, high school or college coaches, or Greek advisers are **not** acceptable and your application will be ineligible. The academic reference must include their title (e.g., Ms. Mary Smith, economics professor within the business school).
- An unofficial transcript or advising report with final fall 2024 grades that shows your cumulative GPA. Your transcript must include your name and school. Save your transcript prior to uploading using the following format: Last name_First name_transcript.

Undergraduate Merit-Based Scholarship Checklist

The Scholarships Committee suggests the following:

- **Read** through the entire [Scholarship Application Guide](#).
- **Review** all requirements for the type of scholarship you are applying for.
- **Print** this checklist to track your application and supporting document submissions.

Remember, the deadline is Feb. 3, 2025, at 5 p.m. Eastern Time. No late materials are accepted. Be sure you know your time zone compared to Eastern Time. We recommend submitting at least seven days prior to the deadline to allow time for any troubleshooting or technology issues.

It is the applicant's responsibility to check that the application and supporting documents have been submitted by the deadline. Do not contact Kappa Headquarters or email scholarships@kappa.org to ask if your application or supporting documents have been received. You will not have access to your application or supporting documents after the deadline. If you want to keep a copy, please print your application and supporting documents prior to the deadline.

 Online undergraduate merit-based scholarship application

Submitted on: _____

 Chapter reference

Requested on: _____

Submitted on: _____

 Academic reference

Requested on: _____

Submitted on: _____

 Unofficial transcript with final fall term grades and cumulative GPA (A cumulative 3.2 GPA or higher on a 4.0 scale is required to be eligible. Do not round up your GPA.)

Uploaded on: _____

Checklist if awarded a scholarship

 Scholarship Agreement

Received on: _____

Submitted on: _____

 Donor thank-you letter

Submitted on: _____

UNDERGRADUATE NEED-BASED SCHOLARSHIPS

Undergraduate applicants may apply for a **merit-based** OR **need-based** scholarship but not both. If you try to apply for both types of scholarships, **neither** application will be accepted.

If you are a **graduating senior** applying for graduate school, use the graduate application.

If you will be a **fifth-year undergraduate student**, apply for an undergraduate merit-based or need-based scholarship, not a graduate scholarship.

Need-based awards are up to \$5,000 per year or up to \$2,500 per term.

Requirements include:

- Initiated by Feb. 3, 2025.
- Dues-paying member in good standing throughout the term of the scholarship for the 2025–26 academic year.
- Full-time enrollment, which is considered a minimum of 12 credit hours per term.
- A cumulative GPA of 3.0 or higher on a 4.0 scale.
- Demonstrated financial need.
- One **chapter** reference from an incoming or outgoing member of the chapter Executive Board. All incoming or outgoing chapter advisers or Content Specialists are also acceptable chapter references. References from a family friend, employer, roommate or social contact is **not** an acceptable chapter reference and your application will be ineligible. The reference writer must state how they know the applicant.
- An unofficial transcript or advising report with final fall 2024 grades that shows your cumulative GPA. Your transcript must include your name and school. Save your transcript prior to uploading using the following format: Last name_First name_transcript.
- Cost of Attendance (COA) screenshot or letter showing your unique official cost of attendance for the current academic year. This document may also be called a financial award letter or financial aid letter. This should include any financial aid, grants or scholarships you will receive for the current academic year. You will be ineligible for a scholarship if you upload a copy of your university's webpage with general tuition costs. Save your COA prior to uploading using the following format: Last name_First name_COA. See the [appendix](#) for an example of an acceptable COA.
- Since Kappa scholarship applications are due Feb. 3, 2025, and the College Board FAFSA applications for the 2025–26 academic year may not be completed and returned to the applicant by the scholarship deadline, we will accept an SAI for the current or next academic year. The Student Aid Index (SAI), formerly known as Expected Family Contribution (EFC), is

a number calculated as part of the college financial aid process. It's determined when students submit their Free Application for Federal Student Aid (FAFSA). The Kappa Foundation can only accept a complete official SAI in PDF format that reflects your FINAL federal income tax filing information. Be sure your name is on your SAI. Save your SAI prior to uploading using the following format: Last name_First name_SAI. See the [Appendix](#) for an example of an acceptable SAI.

- If your school does not accept the FAFSA form and you want to apply for a need-based scholarship, email scholarships@kappa.org and explain your situation. Be sure to give yourself enough time for an email response from the Scholarships Committee and time to gather appropriate supporting documents. You may be asked to provide your financial aid letter, school's formula for determining financial aid, or other financial documents such as your College Scholarship Service Profile (CSS) profile.

All uploads **must** include your name and current academic year to be considered for a need-based scholarship. Any documents that do not include this information could make your application ineligible.

Undergraduate Need-Based Scholarship Checklist

The Scholarships Committee suggests the following:

- **Read** through the entire [Scholarship Application Guide](#).
- **Review** all requirements for the type of scholarship you are applying for.
- **Print** this checklist to track your application and supporting document submissions.

Remember, the deadline is **Feb. 3, 2025, at 5 p.m. Eastern Time**. No late materials are accepted. Be sure you know your time zone compared to Eastern Time. We recommend submitting at least seven days prior to the deadline to allow time for any troubleshooting or technology issues.

It is the applicant's responsibility to check that the application and supporting documents have been submitted by the deadline. Do not contact Kappa Headquarters or email scholarships@kappa.org to ask if your application or supporting documents have been received. You will not have access to your application or supporting documents after the deadline. If you want to keep a copy, please print your application and supporting documents prior to the deadline.

- Online undergraduate need-based scholarship application**
Submitted on: _____
- Chapter reference**
Requested on: _____ Submitted on: _____
- Unofficial transcript with final fall term grades and cumulative GPA** (A cumulative 3.0 GPA or higher on a 4.0 scale is required to be eligible. Do not round up your GPA.)
Uploaded on: _____
- Cost of Attendance**
Uploaded on: _____
- Student Aid Index from FAFSA**
Uploaded on: _____

Checklist if awarded a scholarship

- Scholarship Agreement**
Received on: _____ Submitted on: _____
- Donor thank-you letter**
Submitted on: _____

MARISOL SCHOLARSHIP

For undergraduate Kappas who find themselves with **extreme financial need** due to a new or existing situation, applying for a Marisol Scholarship may be an option.

If you meet the requirements for an undergraduate need-based scholarship, you may also meet the requirements for the Marisol Scholarship. The award covers 75% of educational costs, including tuition and fees, housing costs, and books. If you receive a large university scholarship, you may not be a good Marisol Scholarship candidate. You cannot stack scholarships, which is the unregulated practice of allowing students to receive multiple tax credit scholarships from different scholarship organizations so that the resulting benefit to the student is greater than the maximum scholarship value set by law. You may want to check with your university financial aid office prior to applying for the Marisol Scholarship.

We generally award one to three Marisol Scholarships per academic year depending upon how much the fund produces and the amount we are able to award.

Marisol Scholarship **finalists** will have a virtual interview as part of the application process.

If you have questions regarding the Marisol Scholarship and eligibility, email scholarships@kappa.org.

Requirements include:

- All need-based requirements listed in the Undergraduate Need-Based Scholarship section.
- At least a second-year, full-time college student. First-year students cannot apply for the Marisol Scholarship.
- At least one academic year of Kappa membership. If you joined as a sophomore or junior and initiated in fall 2024, you are ineligible.
- On campus during the entire academic year. If you plan to study abroad or have an off-campus internship during the 2025–26 academic year, do not apply for the Marisol Scholarship.
- [The Marisol Scholarship application](#) (editable Word document). Save your Marisol Scholarship application prior to uploading using the following format: Last name_First name_Marisol App.
- Marisol Scholarship Reference: An **academic or professional** reference that speaks to this prompt:
 - In 1,000 words or less, please describe how you know the applicant and why the applicant is a good candidate for the Kappa Kappa Gamma Foundation Marisol Scholarship. Describe your personal knowledge of the applicant's significant academic, professional or other accomplishments, work ethic, and any special circumstances that would help us know the applicant better. Please speak to the

applicant's "persistent desire for an education." Include your name, title and contact information.

- The academic or professional reference must include their title (e.g., Ms. Mary Smith, economics professor within the business school). A professional reference should be from a current or former employer.
- References from high school teachers, high school or college coaches or Greek advisers are **not** acceptable and your application will be ineligible. Also, this reference cannot be from a relative or friend.
- Save your Marisol Scholarship reference prior to uploading using the following format: Last name_First name_Marisol Reference.
- Do not use the same reference from your need-based application.

Undergraduate Marisol Scholarship Checklist

The Scholarships Committee suggests the following:

- **Read** through the entire [Scholarship Application Guide](#).
- **Review** all requirements for the type of scholarship you are applying for.
- **Print** this checklist to track your application and supporting document submissions.

Remember, the deadline is **Feb. 3, 2025, at 5 p.m. Eastern Time**. No late materials are accepted. Be sure you know your time zone compared to Eastern Time. We recommend submitting at least seven days prior to the deadline to allow time for any troubleshooting or technology issues. **It is the applicant's responsibility to check that the application and supporting documents have been submitted by the deadline.** Do not contact Kappa Headquarters or email scholarships@kappa.org to ask if your application or supporting documents have been received. You will not have access to your application or supporting documents after the deadline. If you want to keep a copy, please print your application and supporting documents prior to the deadline.

- Online undergraduate need-based scholarship application**
Submitted on: _____
- Chapter reference**
Requested on: _____
- Unofficial transcript with final fall term grades and cumulative GPA** (A cumulative 3.0 GPA or higher on a 4.0 scale is required to be eligible. Do not round up your GPA.)
Uploaded on: _____ Submitted on: _____
- Cost of Attendance**
Uploaded on: _____
- Student Aid Index from FAFSA**
Uploaded on: _____
- [Marisol Scholarship Application](#)**
Uploaded on: _____
- Marisol Scholarship Reference**
Requested on: _____

Checklist if awarded a scholarship

- Scholarship Agreement**
Received on: _____ Submitted on: _____
- Donor thank-you letter**
Submitted on: _____

GRADUATE SCHOLARSHIPS

The award for full-time students is up to \$3,000 per year or up to \$1,500 per term. The award for part-time students is up to \$1,500 per year or up to \$750 per term. Full-time student status is considered nine credit hours per term and part-time student status is considered between 3 and 8.9 credit hours per term.

Note: Rose McGill Continuing Education Grants are available for students with fewer than 3 credit hours per term or in non-degree certificate programs. Go to kappa.org/scholarships for more information.

Requirements include:

- Dues-paying member. Alumnae applying for graduate scholarships must pay the \$38 per capita fee to their local alumnae association or via [Dues Direct](#). Alumna members within eight years of their initiation date (excluding alumna initiates) or members who have reached their 65-year member milestone: \$28.
- Current undergraduate seniors who have not yet been accepted into graduate school are eligible to apply for a Graduate Scholarship. Write “PENDING” when listing schools on the application.
- Cumulative GPA of 3.2 or higher on a 4.0 scale.
- An unofficial transcript or advising report including final fall 2024 grades that shows your cumulative GPA. Your transcript must include your name and school. If you were not in school for the fall 2024 term, include your most recent transcript. If your graduate school program uses pass/fail, you must have passing grades to apply. Save your transcript prior to uploading using the following format: Last name_First name_transcript.
- **One Kappa reference**
 - **Current undergraduate applicants:** A Kappa reference from an incoming or outgoing member of Executive Board. All incoming or outgoing chapter advisers are also acceptable chapter references. A reference from a relative, family friend, employer, roommate or social contact is not an acceptable Kappa reference and your application will be ineligible. The reference writer must state how they know the applicant.
 - **Graduate applicants:** A Kappa reference from a Kappa in your collegiate chapter or who knows you from alumna activities. The Kappa reference should be from a current or former adviser, supervisor or mentor in a Kappa-related capacity and not just a social contact. A reference from a relative, family friend, employer, roommate or social contact is not an acceptable Kappa reference and your application will be ineligible. The reference writer must state how they know the applicant.
- **One academic or professional reference.** An academic reference should be from a college professor, teaching assistant, dean, or academic adviser. If your school uses life coaches or life plan mentors for academic advising, that is acceptable. The academic or professional

reference must include their title (e.g., Ms. Mary Smith, economics professor within the business school). A professional reference should be from a current or former employer.

- References from high school teachers, high school or college coaches or Greek advisers are not accepted, and your application will be ineligible. A professional reference should be from a current or former employer. An inappropriate reference would be from a family friend who only knows you in a social context.

Graduate scholarship applicants may use either the “request a reference” link within the online application or they may upload a reference that speaks to this prompt:

In 500 words or less, please describe how you know the applicant and why the applicant is a good candidate for a Kappa Kappa Gamma Foundation scholarship. Please describe your personal knowledge of the applicant's significant academic, professional or other accomplishments, work ethic, and any special circumstances that would help us know the applicant better. Include your name, title and contact information.

Graduate Scholarship Checklist

The Scholarships Committee suggests the following:

- **Read** through the entire [Scholarship Application Guide](#).
- **Review** all requirements for the type of scholarship you are applying for.
- **Print** this checklist to track your application and supporting document submissions.

Remember, the deadline is **Feb. 3, 2025, at 5 p.m. Eastern Time**. No late materials are accepted. Be sure you know your time zone compared to Eastern Time. We recommend submitting at least seven days prior to the deadline to allow time for any troubleshooting or technology issues.

It is the applicant's responsibility to check that the application and supporting documents have been submitted by the deadline. Do not contact Kappa Headquarters or email scholarships@kappa.org to ask if your application or supporting documents have been received. You will not have access to your application or supporting documents after the deadline. If you want to keep a copy, please print your application and supporting documents prior to the deadline.

- Online graduate scholarship application**
Submitted on: _____
- Kappa reference**
Requested on: _____ Submitted on: _____
- Academic or professional reference**
Requested on: _____ Submitted on: _____
- Unofficial transcript with final fall term grades and cumulative GPA**
Uploaded on: _____

Checklist if awarded a scholarship

- Scholarship Agreement**
Received on: _____ Submitted on: _____
- Donor thank-you letter**
Submitted on: _____

Timeline

On Nov. 15, 2024, the online scholarship application is available on the [Kappa website](#). Once you've determined which scholarship for which you are eligible (i.e., graduate, merit-based or need-based scholarship), complete and submit the online application and upload supporting documents by **Feb. 3, 2025, at 5 p.m. Eastern Time. The Kappa Foundation will not accept late materials for any reason. Please be aware of the time zone in which you reside as compared to Eastern Time when materials are due.**

After the application and supporting documents are submitted, the Scholarships Committee will choose eligible and qualified applicants for all Foundation scholarships. Not all applicants will receive a scholarship. Our scholarships are competitive and based on the amount of funds available in a given year.

In **May 2025**, all applicants will be notified via email whether or not they have received a scholarship. Applicants should check their inbox, spam and promotions folders regularly. If you have not received a scholarship notification email by May 10, you may contact scholarships@kappa.org and inquire. Be sure to include your first and last name and type of scholarship application you submitted.

For those applicants who receive a scholarship, a few weeks after the initial notification, we will send a separate scholarship agreement via email. On that legal agreement, the name of the scholarship and the amount will be noted. Scholarship agreements must be signed electronically and returned by the deadline in order to proceed. Scholars should check their inbox, spam and promotions folders regularly. Failure to meet any deadline may result in forfeiting a scholarship.

In **July 2025**, all recipients will be notified via email when scholarship checks are in the mail. Scholars who lose their check or have it sent to an outdated address will incur the cost of voiding and reissuing a new check. Scholarship checks are mailed by July 31.

How Do I Apply?

Visit kappa.org/scholarships.

Select the type of scholarship you wish to apply for which you are eligible (i.e., graduate, undergraduate merit-based or undergraduate need-based scholarship). You may only submit one application per scholarship cycle.

Fill out the online application. You can save your application and come back to it. Once you hit the **submit** button, you cannot edit your application but you can add supporting documents. Your application will only be considered if the application and all supporting documents are submitted by the deadline.

You are responsible for ensuring your application is accurate prior to submission. You may be ineligible for a scholarship for submitting inaccurate information. Proofread your entire application prior to submission. The online application does not have spell-check.

The application and supporting documents are due Feb. 3, 2025, at 5 p.m. Eastern Time. The Kappa Foundation will not accept late materials for any reason. **Please be aware of the time zone in which you reside as compared to Eastern Time when the materials are due.** We recommend you submit your application and supporting documents at least seven days prior to the deadline in case there is an issue with a reference or technology.

You will receive a confirmation email once you submit your application. You may want to screenshot the submission dialog box when you submit. Remember, the application and all supporting documents must be submitted before the deadline. You will not receive an email when supporting documents are added to your application.

We suggest you download a copy of your application and supporting documents for your records. The Kappa Foundation will not send you a copy of your application if you neglect to download it. **You will not have access to your application after the deadline.**

Do not contact the Kappa Foundation or email scholarships@kappa.org to ask if your application and supporting documents are submitted. It is your responsibility to check that everything is completed by the deadline. Use the appropriate **checklist** found in this guide to track your submission. We suggest you print a copy of the checklist to track your progress. **You will not have access to your application or supporting documents after the deadline.**

Save all of your supporting documents using the naming conventions found in this guide for each category of scholarship. All uploads to your online application are secure and must be in the acceptable formats.

Technology Troubleshooting

We suggest using Google Chrome as your browser.

Do not log in to [Kappa website](#) on multiple devices at the same time.

Always log out when you complete a session on [Kappa website](#).

If you have technology issues, log out of [Kappa website](#). Clear your cache and cookies. Then, log in again.

Your session on [kappa.org](#) will time out with inactivity and your content will not save automatically. You must click SAVE on your application.

Kappa Kappa Gamma is not responsible for lost application information. **We recommend saving your work often as well as completing and submitting your application and supporting documents at least seven days prior to the deadline.**

If you have trouble saving your application, first, make sure that all required fields are completed. You can use a placeholder such as a letter or a character as a filler if needed. Then, save and log out. Clear your history (cache and cookies). Log back in using Chrome as your browser. Then, update

what you used as a filler and you should be able to go from page to page. Don't hit submit until you're sure all of your information is saved how you want it. Once the application is submitted, you cannot edit it but you can add supporting documents.

If you get an error message when trying to submit your application, unclick the submit button, save your application again, then hit submit.

If the Submit button is grayed out and you cannot submit your application, uncheck the Accept button by checking Decline. Then, check Accept again. The Submit button should be orange now. Click Submit. If you still have issues, contact scholarships@kappa.org. Do not expect an immediate answer if you send an email on the due date. Do not contact Kappa Headquarters with scholarship technology questions.

If you uploaded the wrong document, there is an **X** next to an upload. If you click the **X**, the upload will be deleted. All uploads must be PDF, JPEG or Microsoft Word documents. All uploads to your online application are secure.

You are responsible for checking to see if your references are submitted before the deadline. The application and supporting documents are due Feb. 3, 2025, at 5 p.m. Eastern Time. The Kappa Foundation will not accept late materials for any reason. Please be aware of the time zone in which you reside as compared to Eastern Time when materials are due. If your reference writer has a technology issue and the reference is not submitted by the deadline, your application will be ineligible. Be sure to give your reference writer ample time to write and submit the reference prior to the deadline.

Supporting documents mailed or emailed to Kappa Headquarters will not be accepted. All documents must be requested through or uploaded to the online application.

Be sure to check your inbox, spam and promotional folders when receiving emails from Kappa.

If you unsubscribe from Kappa emails, you will not be able to receive a scholarship. We send all materials regarding scholarships by email.

FAQs

How will I know if the Kappa Kappa Gamma Foundation received my supporting documents?

Applicants can view their submitted application in the application system and check the status of supporting documents until Feb. 3, 2025, at 5 p.m. Eastern Time. No late applications or supporting documents are accepted.

Use the appropriate **checklist** found in this guide to track your submission.

You cannot edit your application once submitted, but you can upload and/or request references on a submitted application. Applicants can see if the reference they requested has been submitted or uploaded to the application. Applicants are expected to check their submitted application regularly to ensure all required supporting documents have been received. Please do not contact Kappa Headquarters or email scholarships@kappa.org to ask about submitted documents. We do not send confirmation emails when supporting documents are uploaded. We suggest you screenshot the footer showing the uploads for your records.

What criteria are used for selection?

Depending upon which type of scholarship you apply for, decisions are based on a combination of factors, including academic merit, participation and/or leadership in Kappa Kappa Gamma and the community, quality of the essay response, and strength of the reference(s) and other supporting documents. For need-based applicants, demonstrated financial need will be an important factor in selection.

I am currently an undergraduate student but I plan to go to graduate school in fall 2025. Which application should I submit?

Submit the graduate scholarship application.

Can I apply for a graduate scholarship if I do not know the school I am going to attend?

Yes. Just list the schools to which you have applied and include “pending.” If awarded a scholarship, you may be asked to submit a letter of acceptance.

Which application should I use if I am not graduating in four years?

If you have not received a college degree, use the undergraduate merit-based or undergraduate need-based scholarship application. If you have received a bachelor’s degree and you are attending college for a second bachelor’s degree, use the graduate scholarship application. Students in dual-enrollment programs pursuing a bachelor’s/master’s degree should use an undergraduate scholarship application. We recommend pharmacy students use an undergraduate scholarship application but may choose to use the graduate scholarship application if they desire.

Can I apply if I am graduating in spring 2025 and not attending graduate school?

No. You are ineligible. Scholarships may not be used to pay for debt already incurred.

What is the cost of attendance form for the undergraduate need-based scholarship?

The cost of attendance form is a student-specific form that shows your financial aid received in comparison to the cost of the school. You can obtain this form either via your school’s financial aid

office or on your personal student webpage. This document may also be called a “Financial Award Letter” or “Financial Aid Letter.” We will not accept general cost of attendance page printouts from the school’s website. The cost of attendance form must be for you personally. See the [appendix](#) for an example of an acceptable COA.

Can I apply again if I have previously received a Kappa Foundation scholarship?

Yes. The only exception is you cannot receive a Marisol Scholarship more than once. A former Marisol recipient can apply for a non-Marisol scholarship.

Can I reapply if I applied for a scholarship last year but was not awarded one?

Yes. We are a competitive scholarship program and the number of scholarships we can award changes each year based on the earnings from Kappa Foundation investments and Kappa Foundation donors in a given year.

Do I have to complete my application in one session?

No. You do not have to complete your online application in one session. You may save any information entered on the application, log out, and return at a later time.

What happens if my computer crashes while I’m working on the application?

We recommend you periodically save your application as you work on it. Application information is ONLY saved when the applicant saves the content. Keep in mind that Kappa will not accept any late submissions for the application or supporting documents even in the event of a computer crash. We recommend submitting at least a week prior to the deadline to avoid any technology issues.

Will my application be considered if my references do not submit their recommendations by the deadline?

No. Incomplete applications, including missing supporting documents, will not be considered. The application and supporting documents are due Feb. 3, 2025, at 5 p.m. Eastern Time. The Kappa Kappa Gamma Foundation will not accept late materials for any reason. As the applicant, you are responsible for submitting your application and verifying that all of your supporting documents are attached to your application prior to the deadline.

What’s the difference between the undergraduate need-based scholarships and undergraduate merit-based scholarships?

Need-based scholarships are awarded based on demonstrated financial need. Candidates for need-based scholarships must upload additional financial documents as listed in the Scholarship Application Guide. Financial need is not considered for merit-based scholarships.

I’m planning on studying abroad. Will I still be considered for a scholarship?

Yes. You will be considered for an undergraduate merit-based, an undergraduate need-based, or graduate scholarship depending upon which application you selected. Complete the online application and include information about your study abroad program. If you meet the requirements, you’ll be considered for a study abroad scholarship. Otherwise, you’ll be considered for a partial scholarship while on campus. Marisol Scholarship applicants cannot study abroad during the term of the scholarship.

What happens if I submit my application at 5:01 p.m. Eastern Time on Feb. 3, 2025?

Your application will not be considered for a scholarship. **Please be aware of the time zone in which you reside as compared to Eastern Time when materials are due.** We recommend you submit your application and supporting documents at least seven days prior to the deadline in case there is an issue with technology or a reference. It is your responsibility to follow up with your reference writers.

I've read the entire Scholarship Application Guide and I still have questions. What should I do?

If you have specific questions not addressed in this guide, email scholarships@kappa.org. Be sure to include your first and last name, chapter, school, and type of scholarship for which you are applying along with your question(s). You will receive a response within 48 hours. If you email a question on the due date, do not expect a response by the 5 p.m. Eastern Time deadline.

**Appendix
COST OF ATTENDANCE**

Cost of Attendance (COA) Example

FINANCIAL AID NOTIFICATION



Presented to: [Redacted]
OHIO STATE I [Redacted]
Estimated Family Contribution (EFC): [Redacted]

Current year

Below, you will find your financial aid notification for [Redacted]. To view details of your financial aid, click My Financial Aid at buckeyelink.osu.edu.



COST OF ATTENDANCE (ESTIMATED)

	AUTUMN	SPRING	TOTAL
Direct Costs			
Tuition and Fees	\$5,363.00	\$5,363.00	\$10,726.00
Indirect Costs			
Books and Supplies	\$541.00	\$541.00	\$1,082.00
Room and Board	\$5,850.00	\$5,850.00	\$11,700.00
Miscellaneous <i>(personal and transportation)</i>	\$1,507.00	\$1,507.00	\$3,014.00
ESTIMATED TOTAL COSTS	\$13,261.00	\$13,261.00	\$26,522.00

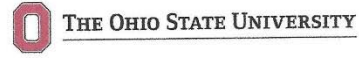


SCHOLARSHIPS AND GRANTS
(gift aid does not require repayment)

	AUTUMN	SPRING	TOTAL
Trustees Scholarship	\$750.00	\$750.00	\$1,500.00
President's Affordability Grant	\$625.00	\$625.00	\$1,250.00
Scarlet and Gray Grant	\$2,125.00	\$2,125.00	\$4,250.00
TOTAL GIFT AID OFFERED	\$3,500.00	\$3,500.00	\$7,000.00
Estimated net cost	\$9,761.00	\$9,761.00	\$19,522.00

Your financial assistance may be modified or cancelled at any time due to lack of satisfactory academic progress, verification, changes in enrollment, residency, funding availability or any other reason specified by federal, state, or institutional regulations or policies. For more information on your Rights and Responsibilities, please visit go.osu.edu/rights.

FINANCIAL AID NOTIFICATION



FEDERAL WORK-STUDY AND LOAN OFFER
(self-help aid)

	AUTUMN	SPRING	TOTAL
Loans <i>(must be repaid)</i>			
Federal Direct Subsidized Loan	\$2,750.00	\$2,750.00	\$5,500.00
TOTAL WORK-STUDY AND LOAN	\$2,750.00	\$2,750.00	\$5,500.00
Estimated remaining cost	\$7,011.00	\$7,011.00	\$14,022.00

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STUDENT AID INDEX

FAFSA[®] FORM
2024–25

FAFSA Submission Summary

Viewing: Submission 1

Student  

Application Received	Jan. 10, 2024
Application Processed	March 18, 2024
Data Release Number	4801

Estimated Federal Student Aid

Federal Direct Loans

A [federal direct loan](#) is money lent by the government to you that you must repay with interest.

Up to **\$7,500**

Federal Work-Study

[Federal Work-Study](#) is a way for students to earn money to pay for school through part-time jobs on or off campus.

You May Be Eligible

Amounts shown here are only estimates of federal student aid based on full-time enrollment and the average cost of attendance. Your school will determine how much student aid to offer you, which may include additional aid from your school or state.

[Learn more about financial aid](#)**Keep in mind, this is only an estimate**

Always refer to your school's financial aid offer for a final determination of financial aid available.

Your Student Aid Index (SAI)

Your SAI is a number used by your school to determine your federal student aid eligibility and to build your financial aid offer. Your SAI may change due to verification or if you update or correct your FAFSA information.

59329

[What does this mean?](#)



Congratulations, The FAFSA® Form Is Complete!

Completion Date	Data Release Number	Estimated Student Aid Index (SAI)
01/24/2024	2584	-1500

*The SAI is **not** a measure of how much student aid you'll receive or how much you'll pay for college. Schools use your SAI to determine your federal student aid eligibility.*

Based on the [eligibility criteria](#), you may be eligible for a **Federal Pell Grant** of up to \$7395.00. You may also be eligible for other federal, state, or institutional grants, scholarships, and/or work-study programs.

