



*Linked in Friendship, Connected in Service*  
**Annapolis (MD) Chapter**

## **2020 COUNTY-WIDE SCHOLARSHIP APPLICATION**

*Please note that this application is a fillable pdf. This version is also available  
at [www.annapolislinks.org/new/scholarship](http://www.annapolislinks.org/new/scholarship).*

*"Protecting Our Legacy While Embracing A Bright Future"*

## ***THE LINKS, INCORPORATED***

The Links, Incorporated is one of the nation's oldest and largest volunteer service organizations of women who are committed to enriching, sustaining and ensuring the culture and economic survival of African Americans and other persons of African ancestry. Our organization, founded November 9, 1946, is an international not-for-profit organization with 288 chapters located in 41 states, the District of Columbia and the Commonwealth of the Bahamas and the United Kingdom. The 16,000 members are influential decision makers and opinion leaders who contribute more than 1 million documented hours of community service annually. The purpose of friendship and service is embraced by all local chapters.

The Annapolis (MD) Chapter of The Links, Incorporated has been serving the Annapolis and Anne Arundel County communities since 1962. As part of its commitment to these communities, the Annapolis Chapter developed a scholarship program to help high school students pursue higher education. Since our chartering in 1962, we have awarded over \$450,000 in scholarships to deserving high school students in the area.

Information about The Links, Incorporated and the Annapolis Chapter may be found at [www.linksinc.org](http://www.linksinc.org) and [www.annapolislinks.org](http://www.annapolislinks.org), respectively.

## ***COUNTY-WIDE SCHOLARSHIP***

The Annapolis (MD) Chapter Scholarship Program was created to provide financial assistance for higher education to high school students who reside in Anne Arundel County, MD and have demonstrated academic excellence and have made a contribution to their community. The Program's County-wide scholarship was established to provide financial awards to high school students who have excelled in their academics, community service and activities.

## ELIGIBILITY REQUIREMENTS

Requirement	County-Wide Scholarship*
<b>Residency</b>	Resident of Anne Arundel County, MD
<b>Student Status</b>	High School senior at an Anne Arundel County, MD public school graduating in the academic year in which the scholarship is being announced  Must have attended an Anne Arundel County High School for at least two consecutive years
<b>School/Program Type</b>	Must plan to attend an accredited two- or four-year college or university, or career/vocational/technical school, as a full-time student (excludes Military Academies)
<b>Minimum Cumulative GPA</b>	3.0 GPA on a 4.0 scale (unweighted)
<b>Involvement in School Activities</b>	Yes
<b>Involvement in Community Service</b>	Yes
<b>Essay</b>	Yes

*\*- Students in The Links Leadership Academy at Annapolis High School are not eligible for this scholarship.*

## APPLICATION INSTRUCTIONS

To be considered for a scholarship, a complete application must be **POSTMARKED** by **Monday, March 16, 2020**. Applications should be mailed to the address listed below. Late or incomplete applications **will not** be accepted. A complete application packet must include the following:

- 1) Scholarship Application Form (please note that the application must be completed using this fillable pdf/electronic application)
- 2) Two Letters of Recommendation (in separate sealed envelopes with signature across seal) with Recommendation Form
- 3) Official high school transcript in a sealed envelope (with Guidance Counselor's signature across seal) with Transcript Form
- 4) A **300-500** word essay on the following topic:

**If you had the ability to change a major problem in our society, what specific changes would you make in your community, school or home?**

***Please note the essay must be typed in the space provided or on a separate sheet of paper. The essay will be evaluated based on content, grammar, and presentation.***

**Mail application packets to:  
The Links, Incorporated-Annapolis (MD) Chapter  
Attn: Scholarship Chair  
P.O. Box 6652  
Annapolis, MD 21401**

## COUNTY-WIDE SCHOLARSHIP APPLICATION FORM

Please read the *Application Instructions* prior to completing the application (an electronic/fillable application can be completed here or at [www.annapolislinks.org/new/scholarship](http://www.annapolislinks.org/new/scholarship)). The application and all attachments are confidential and become the property of The Links, Incorporated, Annapolis (MD) Chapter. Please type your responses.

### I. Applicant Information:

Name \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone No. \_\_\_\_\_ Cell Phone No. \_\_\_\_\_ Email Address \_\_\_\_\_

### II. Parent/Guardian Information:

Parent/Guardian Name \_\_\_\_\_

Home Address (if different from above) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Daytime Phone No. \_\_\_\_\_ Cell Phone No. \_\_\_\_\_ Email Address \_\_\_\_\_

### III. School Information:

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

School Telephone Number: \_\_\_\_\_

School Counselor Name: \_\_\_\_\_

Anticipated Date of Graduation: \_\_\_\_\_ Unweighted  
Cumulative GPA: \_\_\_\_\_ / \_\_\_\_\_ (ex: 3.8/4.0)

**IV. List all Colleges/Universities to which you have applied. Place an asterisk (\*) next to those that have accepted you.**

College/University	Intended Major/Area of Study

**V. Activities, Honors & Awards**

**Extracurricular Activities** (include grades of participation and any offices held). **Please do not include community service activities or activities from middle school.** If necessary, please attach an additional sheet. **Please do not submit a resume.**

Activity and Organization	Grade Level	Offices Held

**Honors & Awards** (Please include the year award was given.) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Hobbies/Interests** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Community Service:** List any community service activities in which you have participated during the past four years. If necessary, please attach an additional sheet. **Please do not submit a resume.**

Organization	Position	Hours Per Week	Date(s)

**VI. Additional Information:** Please provide any additional information of which the Scholarship Committee should be made aware in considering your application (e.g., work experience, family medical concerns, financial need, rationale for lower than usual grades, etc.)

**VII. Certification**

By signing this form below, I affirm that all contents of the 2020 County-wide Scholarship application are accurate and complete (as submitted) to the best of my knowledge. I acknowledge that all documents become the property of The Links, Incorporated, Annapolis (MD) Chapter. I understand that falsified statements and misrepresentations will result in immediate disqualification or forfeiture of any award. I acknowledge that all award monies are to be used for academic expenses, including tuition, books, and course related fees at an accredited, two- or four-year college or university, or career/vocational/technical school.

Applicant Name \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent's /Guardian's Name \_\_\_\_\_

Parent's /Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

## APPLICANT ESSAY

The essay should be 300-500 words. Please type your essay response in the space below or on a separate sheet of paper. If using a separate sheet, please type ***"See separate sheet of paper attached" in the box below***. Please note that the essay should not exceed two pages and must be typed, double-spaced, 12-point font size, Times New Roman font, and have one inch margins on all sides. Moreover, please make sure your name and school are in the upper right hand corner of the document.



## APPLICATION FREQUENTLY ASKED QUESTIONS

**1. What is the application due date?**

**Response:** The application must be **POSTMARKED** by Monday, March 16, 2020.

**2. Will you accept late applications?**

**Response:** No. The application must be **POSTMARKED** by March 16, 2020. Applications postmarked after March 16<sup>th</sup> would be considered late. Late applications will not be accepted.

**3. How and where is the application to be submitted?**

**Response:** Application packets must be mailed to The Links, Incorporated-Annapolis (MD) Chapter, Attn: Scholarship Chair, P.O. Box 6652, Annapolis, MD 21401.

**4. Can the application be handwritten?**

**Response:** No. Applications must be typed. The application is in a fillable pdf format which will allow applicants to enter the required information easily. If this is a concern, please contact your school's guidance office for assistance. Handwritten applications will be disqualified.

**5. How many recommendations are required?**

**Response:** Two recommendations are required. Applications submitted with only one recommendation will be disqualified.

**6. Can I submit a recommendation from my church member, such as a youth leader?**

**Response:** Yes. The application requires two recommendations- one from your school and the other from someone who knows you well. A letter from a church member would be accepted as the second required recommendation.

**7. Can I submit recommendations that were used for my college applications?**

**Response:** Recommendations written specifically for this scholarship are preferred but not required as long as the recommendation meets the requirements for recommendations set forth in the Recommendation Instructions.

**8. Can I submit a resume?**

**Response:** No. The information requested must be included on the application form. Additional information may be included on a separate sheet of paper where noted.

**9. Can I include activities, community service, honors and awards from middle school?**

**Response:** No. The information included must be from your high school years.

**10. Can I submit an application if I intend to enroll in college/career/vocational/technical school in January 2021 (Spring Term)?**

**Response:** Yes. Please note however that if selected for a scholarship, funds will not be disbursed until verification of your enrollment as a full-time student has been submitted to the Chapter.

**11. Can I find this application on your website?**

**Response:** Yes. The fillable pdf version of this application is also available at [www.annapolislinks.org/new/scholarship](http://www.annapolislinks.org/new/scholarship).

**12. If I have additional questions, who do I contact?**

**Response:** Please send an email to the Scholarship Chairperson at [scholarship@annapolislinks.org](mailto:scholarship@annapolislinks.org).

## RECOMMENDATION INSTRUCTIONS

### *(To be provided to the Recommender)*

1) Two Letters of Recommendation are required:

a) A letter from a teacher, school counselor, or school administrator addressing the applicant's academic achievement, maturity, motivation, character, interpersonal skills and potential for success in college and beyond. The letter should include the length of time that the recommender has known the applicant and in what capacity. Letters must be on school letterhead, signed and dated, and include the recommender's contact information (i.e., email address and phone number).

AND

b) A letter from an individual who knows the applicant well. This recommendation may be completed by a coach, pastor, mentor, employer, community service provider, or any other adult who knows the applicant well. It **cannot** be completed by any member of your family or by a teacher, school counselor or school administrator **unless** that person serves as a coach, mentor or advisor to a school club, sport or activity in which the applicant participates. The letter should include the length of time that the recommender has known the applicant and in what capacity as well as any dates of participation and activities performed by the student (if applicable), and include a signature of the recommender/representative of the organization with which the applicant was a member, employed or volunteered. The letter must be dated and include the recommender/representative's contact information (i.e., email address and phone number).

2) Each recommendation along with a completed Recommendation Form should be placed in a sealed envelope with signature across seal.

3) Applicants should provide these instructions to each recommender as it sets forth the information that must be included in the recommendation.

## LETTER OF RECOMMENDATION FORM\*

***This section should be completed by the Applicant.***

Name of Applicant \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone No \_\_\_\_\_ Cell Phone No \_\_\_\_\_ Email Address \_\_\_\_\_

**TO THE APPLICANT & PARENT/GUARDIAN:** Please read and sign the statement below and then give this form as well as the *Recommendation Instructions* to each recommender.

**I waive my right to read the confidential recommendation for the student/Applicant listed above.**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature) (Printed Name)

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature) (Printed Name)

**TO THE RECOMMENDER:** Please provide the information below. The letter of recommendation must be on the letterhead of the school and/or organization (if applicable), and supplied with this form. Refer to the *Recommendation Instructions* section of this document for **required** information. **Please place this Form and the reference letter in a sealed envelope, sign across the seal, and return to the Applicant before the postmarked by date identified in the *Application Instructions* (March 16, 2020).**\*

Recommender Name \_\_\_\_\_

Recommender Title \_\_\_\_\_

Name of School/Organization \_\_\_\_\_

Recommender Signature \_\_\_\_\_ Date \_\_\_\_\_

*Thank you for assisting the Scholarship Committee in evaluating the above-named applicant, who is applying for a scholarship from The Links, Incorporated, Annapolis (MD) Chapter. We appreciate your candid assessment of the applicant. The recommendation is confidential and only the Scholarship Committee will see your comments.*

## TRANSCRIPT FORM\*

*This section should be completed by the Applicant.*

Name of Applicant \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone No \_\_\_\_\_ Cell Phone No \_\_\_\_\_ Email Address \_\_\_\_\_

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**TO THE GUIDANCE COUNSELOR:** The above-referenced Applicant seeks to apply for The Links, Incorporated, Annapolis (MD) Chapter's 2020 Scholarship Program. The Applicant has indicated that he or she is a student at your high school. Please complete this section and attach the form to the Applicant's official high school transcript and place in a sealed envelope. **Please sign across the seal and return the envelope to the Applicant before the postmarked by date identified in the Application Instructions (March 16, 2020).\***

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Name of School \_\_\_\_\_

Ranks \_\_\_\_\_ in a class of \_\_\_\_\_ Cumulative GPA \_\_\_\_\_ Weighted \_\_\_\_\_ Unweighted \_\_\_\_\_

School Official's Name (printed) \_\_\_\_\_

School Official's Title \_\_\_\_\_

School Official's Signature \_\_\_\_\_ Date \_\_\_\_\_

*Thank you for taking your valuable time to complete this form.*

## COUNTY-WIDE SCHOLARSHIP APPLICATION CHECKLIST

Your application packet will not be considered complete unless it includes ***each*** of the following documents and is ***POSTMARKED by Monday, March 16, 2020***. Late applications will not be accepted.

- Complete, Save and Print the following forms from [www.annapolislinks.org/new/scholarship](http://www.annapolislinks.org/new/scholarship):
  - a) Scholarship Application Form,
  - b) Two (2) Letter of Recommendation Forms, and
  - c) One (1) Transcript Form
  
- Two Letters of Recommendation with Letter of Recommendation Forms in sealed envelopes with signatures across the seal
  - a) Please remember that the **second** recommendation **cannot** be completed by any member of your family or by a teacher, school counselor or school administrator **unless** that person serves as a coach, mentor or advisor to a school club, sport or activity in which the applicant participates.
  
- Official High School Transcript and Transcript Form in a sealed envelope with registrar/counselor's signature across the seal
  
- One essay (typed)
  
- All documents have the required signatures

**Mail to:**  
**The Links, Incorporated-Annapolis (MD) Chapter**  
**Attn: Scholarship Chair**  
**P.O. Box 6652**  
**Annapolis, MD 21401**

Thank you for applying for our County-wide Scholarship. If you have any questions, please contact Alicia Lewis, Scholarship Chairperson, at [scholarship@annapolislinks.org](mailto:scholarship@annapolislinks.org).