

WMA Scholarship Procedures

WMA Memorial Scholarships from \$500 up to \$5,000 are awarded based on the number of applicants and the specific scholarship requirements. Additional scholarships in various amounts may also be given. The purpose is to award grants to qualified applicants sponsored by WMA MEMBERS. These grants may be used at any accredited college, university, or college-level trade school.



★ There is no maximum amount an applicant can receive over the lifetime of their academic career. These grants may be used at any accredited college, university, or college-level trade school. WMA members may sponsor an unlimited number of applicants per academic school year. WMA members are encouraged to self-sponsor.

ELIGIBILITY

- To qualify for review**, the applicant must satisfy with proof of one of the below criteria:
 - Have served, or serving in the United States Marine Corps or Marine Corps Reserve **OR**
 - Be a direct descendant by blood, legal adoption, or stepchild of a Marine on active duty, or who has served honorably in the United States Marine Corps, Regular or Reserve **OR**
 - Be a sibling or a descendant of a sibling by blood, legal adoption, or stepchild of a Marine on active duty, or who has served honorably in the United States Marine Corps, Regular or Reserve **OR**
 - Be a spouse of a Marine **OR**
 - Have completed two (2) years in the Marine Corps JROTC program **AND**
 - Be sponsored by a WMA member.

❖ **PROOF OF MILITARY SERVICE.** If eligibility is based on one's own service, a copy of their Discharge Certificate, DD214 (SSN should be redacted), or a letter on command letterhead from the Commanding Officer or Administrative Officer is required to verify eligibility.

❖ **PROOF OF RELATIONSHIP TO A U.S. MARINE.** If eligibility is based on the relationship to a Marine, please submit evidence of the relationship. (Recommend submitting a family tree drawing to assist the Scholarship Committee in verifying proof of relationship; however, it is not required.) Documents required as proof include a copy of Discharge Certificate or DD214, marriage certificates, birth certificates, adoption documents, or military dependent ID, or a letter on Command stationery. **PLEASE REDACT ANY SOCIAL SECURITY NUMBERS.**

❖ **USMC JROTC STATUS.** If eligibility is based on JROTC participation, a Senior Military Instructor (SMI) must submit a letter attesting to the applicant's status. The second letter of recommendation is still required.

2. HIGH SCHOOL STUDENTS ONLY:

- a. Must have maintained a 3.0 GPA on a 4.0 scale. (Not weighted)
- b. One copy of the official transcript with grading key sent from the school to the Scholarship Chairperson or may also be included in the application package. (See Note 2)
- c. Letter of acceptance for the following year from the applicant's school of choice. (If acceptance has not been received by the deadline for submission of this application, the decision of grant will be delayed until received. We acknowledge some schools do not send out their acceptance letters until later in the school year.)

3. COLLEGE STUDENTS ONLY:

- a. A minimum college GPA = 3.0.
- b. All first-year students (freshmen) must submit: (See Note 2)
 - i. Official final high school transcript may be sent from the high school to the Scholarship Chairperson or may be included in the application package.
 - ii. One copy of the current official college transcripts may be sent from the college to the Scholarship Chairperson or may be included in the application package.
- c. 2nd, 3rd, and 4th-year students will be evaluated on current official transcripts sent from the school to the Scholarship Chairperson or may be included in the application package.
- d. Master/Ph.D. applicants are required to submit official undergraduate transcripts sent from the school/college to the Scholarship Chairperson or may be included in the application package.
- e. Current college and active duty personnel applicants must be full-time students (12 credit hours) to be eligible for a WMA Scholarship. Master/Ph.D. applicants are required to take at least six (6) credit hours each semester.

NOTE 1: For those applicants that have completed their first enlistment or have been out of the education pipeline for over 10 years, are not required to submit an official high school transcript.

NOTE 2: Transcripts sent from Parchment are accepted in place of official transcripts sent from the school and must be dated no later than 28 February to be accepted. Schools are encouraged to send transcripts electronically to Scholarship@womenmarines.org.

APPLICATION PROCESS

The application period extends exclusively from **1 January thru 28 February**. Applications and all supporting documents including official transcripts postmarked after the deadline of 28 February will not be considered.

A complete, new package must be submitted each time an applicant applies. Previous submissions will not be considered.

Applications will be accepted from students living outside the continental U.S. (OCONUS) and will be attending an OCONUS college. An acceptance letter from the college is still required

For application status (qualified/disqualified only), the Scholarship Chairperson will respond to one email per applicant, at scholarship@womenmarines.org. Subject line should read STATUS OF SCHOLARSHIP APPLICATION FOR (NAME OF APPLICANT). No telephone calls, postcards, letters, or multiple inquires. No exceptions. Emails from parents, grandparents, or sponsors will not be answered. Applicant's email address only.

Applicants are urged not to wait until the end of the application period of 28 February to mail-in applications. Weather could affect the postmark date of the application. It is recommended applicants use certified mail as proof of delivery. The postmark date must be legible. If there is no postmark date visible, the application will not be accepted if it is received after the February 28 deadline. The Post Office will hand-cancel a stamped postmark upon request for confirmation to the applicant.

Mail applications to Scholarship, c/o Dorothy Stover-Kendrick, P.O. Box 134, Stilwell, KS 66085

NOTIFICATION PROCESS

The recipient will be notified by letter or email. Applicants will be notified on or before 01 June. Non-recipient applicants will be notified by mail or email as to why they were not selected.

RELEASE OF FUNDS

Upon selection of successful applicants, the checks will be mailed directly to the applicant's university of choice after receipt of evidence that applicants have enrolled in the designated university/school. *(August or September)*

ESSAY SUBMISSIONS:

The following three statements must be completed by all applicants; minimum of one page per statement; maximum of two pages per statement. Do not bullet list, we are looking for your ability to communicate in writing.

1. Tell us about the Marine you are related to when applying for this scholarship. (This could be your WMA sponsor if related, your mother, grandmother, father, grandfather, or aunt, uncle for example.) If self-sponsored, write about yourself.
2. Tell us about your community service in the last two years. Include the number of hours served, a description of what those hours involved, and what you have learned from the experience. Verification of service is required from all applicants. For high school and college students, this may be a school transcript, a letter from a service organization, or a copy of a recognition letter/certificate. Former/active/reserve Marines, the Volunteer Service Medal is accepted as proof.
3. Tell us about your goals after college.

WMA SCHOLARSHIP CHECKLIST

- ❑ **COMPLETED APPLICATION FORM.** The application must be typed. Handwritten applications will not be accepted. The application form can be downloaded at <https://www.womenmarines.org/scholarships>.
- ❑ **ESSAY SUBMISSION.** Include the three statements, minimum of one page per statement, maximum of two pages per statement. Each statement on a separate page. “Tell Us” essays about your Marine descendant, your community service, and your goals after college.
- ❑ **PROOF OF ELIGIBILITY.** See requirements under eligibility for acceptable documents.
- ❑ **TWO PROFESSIONAL LETTERS OF REFERENCE.** (Letters from relatives are not acceptable.) Letters must be written within the past year and attest to the applicant’s character, attitude, leadership ability, scholastic participation. High school students must include two letters from school personnel on official letterhead, signed and in sealed envelopes. **DO NOT SEND** copies of personal accolades. Other acceptable letters of reference may come from employers, military personnel, or anyone who can attest to your ability to succeed. Letters must be written within the last 12 months.
- ❑ **COPY OF TRANSCRIPTS.** All high school and college transcripts are sent to the Scholarship Chair or may be included in the applicant’s package or sent electronically to scholarship@womenmarines.org. Parchment transcripts are acceptable. Applicants that have completed their first enlistment or have been out of the education pipeline for over 10 years are not required to submit an official high school transcript. Students living outside the continental U.S. (OCONUS) and will be attending an OCONUS college should provide transcripts and any test scores the applicant has and must include a grading key in-order-to compare GPA/Test scores with U.S. schools.
- ❑ **LETTER OF ACCEPTANCE.** A letter of acceptance for the following year from the applicant’s school of choice. Funds will not be released until proof of acceptance/enrollment is received.
- ❑ **BE ENROLLED FULL TIME.** All applicants must be enrolled as full-time students (12 credit hours) in-order-to be eligible for a WMA Scholarship. Master/Ph.D. applicants are required to take at least six (6 credit hours) each semester. Copies of course schedules are acceptable.
- ❑ **MALE APPLICANTS ONLY.** (Age 18-27) must submit proof of selective service registration.

NOTE: *All applications must be completed as stated in these procedures to be considered qualified. Incomplete packages will not be considered. Pay attention to detail. You will be responsible for notifying your WMA sponsor as to whether you were selected or not.*

IF UNSURE OF WHERE YOU ARE ATTENDING COLLEGE, THIS INFORMATION MUST BE PROVIDED WHEN NOTIFIED OF SELECTION. STUDENT/COLLEGE ID MUST BE PROVIDED AT THE SAME TIME.

REFER TO THE WMA WEBSITE FOR UPDATES under WMA PROGRAMS at <https://www.womenmarines.org/scholarships>