



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 in good standing. These grants may be used at any accredited college, university, or college-level trade school. The WMA Scholarship Committee administers the numerous scholarships that can be awarded.



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 to self-sponsor.

ELIGIBILITY

1. To qualify for review, the applicant must satisfy with proof of one of the below criteria:

- a. Have served, or serving in the United States Marine Corps or Marine Corps Reserve **OR**
- b. Be a direct descendant by blood (*three generations i.e., child, parent, grandparent, great-grandparent*), 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**
- c. Be a sibling, 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**
- d. Be a spouse of a Marine **OR**
- e. Have completed two (2) years in the Marine Corps JROTC program **AND**
- f. Be sponsored by a WMA member in good standing.

❖ **PROOF OF MILITARY SERVICE.** If eligibility is based on one's own service, a copy of their Discharge Certificate, DD214 (SSN should be redacted), copy of military ID card, Veterans Administration (VA) verification letter, 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. Documents required as proof include a copy of the Discharge Certificate or DD214, VA verification letter, 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 sent from the school to the Scholarship Chairperson or 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 at scholarship@womenmarines.org or 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 included in the application package.
- c. 2nd, 3rd, and 4th-year students will be evaluated on current official transcripts sent from the school directly to the Scholarship Chairperson or 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 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 or ACT/SAT scores.

NOTE 2: Transcripts sent from Parchment are accepted instead of official transcripts sent from the school and must be dated no later than 31 March to be accepted. Schools are encouraged to send transcripts electronically to Scholarship@womenmarines.org.

NOTE 3: If an applicant needs a WMA member sponsor, notify the Scholarship Chair no later than (NLT) 01 March. Requests after this date will not be accommodated. The Chair will try to locate a WMA sponsor for you for the current scholarship year only.

APPLICATION PROCESS

The application period extends exclusively from **1 February thru 31 March**. Applications and all supporting documents including official transcripts postmarked after the deadline of 31 March will not be considered.

A completely new application package must be submitted each time an applicant applies. Previous submissions and incomplete applications will not be considered, and the applicant will not be notified when the package is received.

Applications will be accepted from students living outside the continental United States (OCONUS) who will be attending an OCONUS college. To compare GPA/Test Scores with U.S. schools, the transcripts from those high schools must include a grading key, and any test scores the applicant has. Test scores must have information that can be interpreted as to what the results mean. 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 inquiries. 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 31 March 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 31 March deadline. The Post Office will hand-cancel a stamped postmark upon request for confirmation to the applicant. Remember to use the correct postage.

Mail applications to Scholarship, c/o Dorothy Stover-Kendrick, 6005 Widmer Road, Shawnee, KS 66216

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 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:

All applicants must complete the following three statements: maximum of two pages per statement. Each essay must be on a separate piece of paper. 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, brother or sister, aunt, or 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 is 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 current year, dated, and signed, and attest to the applicant's character, attitude, leadership ability, and scholastic participation. High school students must include two letters from school personnel on official letterhead, signed and dated, 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, signed, and dated.
- 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 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) 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>