



GREEK ORTHODOX ARCHDIOCESE ^{OF} AMERICA

2019 PALEOLOGOS GRADUATE SCHOLARSHIP Instructions and Application Procedures

Attached is a **Checklist and Application for the 2019 Paleologos Graduate Scholarship**. Please read these instructions very carefully and provide the committee with all of the documents requested. Only those students who are intending to enroll **full-time** in professional graduate studies leading to **graduate, non-theological degrees** (or those already pursuing such graduate studies) should be applying for this scholarship. One or more scholarships of \$5,000 will be awarded, plus some partial awards.

As designated by the scholarship donor, applicants must meet the following criteria:

- Candidate must be an **Orthodox Christian** from a church that belongs to the Assembly of Orthodox Bishops of North and Central America. Member jurisdictions include: Greek Orthodox Archdiocese of America, American Carpatho-Russian Orthodox Diocese in the USA, Orthodox Church in America (OCA), Antiochian Orthodox Christian Archdiocese of North America, Romanian Orthodox Archdiocese of America & Canada, Albanian Orthodox Diocese, Ukrainian Orthodox Church of the United States, Serbian Orthodox Church, Bulgarian Eastern Orthodox Church, and the Moscow Patriarchate in the USA. The applicant needs to be an active participant in church activities.
- Candidate must be a college graduate and in the academic year 2019-2020, either commencing their graduate studies or continuing with their **graduate program studies on a full-time basis, at an accredited university in a non-theological field of study** leading to a graduate degree.
- Candidates must be **U.S. citizens or permanent residents** of the United States. Proof of permanent residency is required i.e. copy of Birth Certificate; Naturalization Certificate; Permanent Residency Documents.
- Students receiving a full scholarship from any other source or a partial scholarship exceeding fifty percent (50%) of their tuition are not eligible for the Paleologos Graduate Scholarship program.

Each candidate must **complete the application form (please print clearly and fill in all items requested on all three pages)** and submit it to the Scholarship Committee together with all the other documents required, as listed below and as detailed on the Checklist. Make sure you also submit the Checklist as your coversheet. Completed application packets must be postmarked no later than the deadline of **May 3, 2019** in order to be considered by the Scholarship Committee.

The following items must be included with your completed application:

- **Complete academic records**, including undergraduate & graduate transcripts, past & present.
- A **Budget and/or Statement of Need**, including a **Calculation of Expenses** (detailed by type: tuition, books, fees, room, board, transportation, travel, etc.) and outlining **Sources of Financial Funding and Support** (listing **all** financial aid: loans, scholarships, grants, assistance from parents and/or others, etc.). This budget must be certified for accuracy by the Financial Aid and/or Bursar's Office, or a tuition statement should be attached. The statement should also include the total amount of student loan indebtedness (accrued liability at time of application) and the applicant's last three years of gross annual income, along with the number of hours worked per week (paid, unpaid, intern, service

Paleologos Graduate Scholarship Instructions (continued)

volunteer, or other). Include a copy of your **most current Federal Income Tax return**. If your spouse and/or parent(s) are assisting you with education or living expenses, this must be disclosed with specifics, **and** a copy of their most current Federal tax return must be included with your application.

- A copy or transcript of your **Baptismal or Chrismation Certificate (a birth certificate is NOT acceptable)**.
- Candidates must prepare and include a detailed **Resume or Curriculum Vitae**.
- Candidates must prepare and submit a detailed **Scholarship Proposal**. Describe how your graduate studies will allow you to employ your talents and how being awarded this scholarship will help you use these talents to serve the Church and/or the community at large.
- Candidates may include a short **Personal Statement**, with an explanation of any special/extenuating circumstance(s).
- Candidates must include **five (5) Letters of Recommendation**. Please choose individuals that best represent diverse aspects of your accomplishments and provide us with a true picture of your character and background. **Note:** the first two listed – one addressing your academic background and one addressing your religious activities – **must** come from one of the individuals listed.
 - a) Academic - from a professor or advisor or program director.
 - b) Religious - from an Orthodox clergyman describing your church activities.
 - c) Personal - from someone who knows you well (not family or co-workers).
 - d) Supervisor - from a manager or employer (for paid, unpaid, volunteer, intern, service, or other type of work).
 - e) Professional peer - a colleague or co-worker.
 - f) Another recommendation from someone of your own choosing.

Please send your completed packets with all of the documentation materials listed above, including the completely filled-in Application Form and the Checklist as your coversheet, to:

**Paleologos Graduate Scholarship Committee
Greek Orthodox Archdiocese of America
8 East 79th Street
New York, NY 10075**

Recommendation letters can be sent directly to the committee from the individuals writing them or you can collect them and submit them with the rest of your documents. In either case, the applicant is responsible for ensuring that these letters, as well as all pieces of your application, are received by the committee.

The candidate should be available for a telephone interview at the Committee's discretion.

Scholarship application packets must be postmarked by the May 3, 2019 deadline.

**Late submissions or incomplete packets will not be accepted
nor will they be considered by the committee.**

Any questions should be directed to the Scholarship Office at scholarships@goarch.org.



2019 Paleologos Graduate Scholarship

Application Checklist

Please print your name: _____. Use this Checklist to make sure all parts of your application have been completed and all required documentation is included in the packet you send us. Please print clearly on all submissions. This Checklist must be included with your completed application and all necessary documents. The deadline for submissions is **May 3, 2019**. The Scholarship Committee will not accept late applications nor will they consider incomplete submissions. Send the whole packet to:

**Paleologos Graduate Scholarship Committee
Greek Orthodox Archdiocese of America
8 East 79th Street
New York, NY 10075**

Checklist: Have you enclosed the following:

- A completely filled-in application
- Complete Academic Records** (Including both undergraduate and graduate transcripts, past and present.)
- Letter of Acceptance from your Graduate School if you are beginning your studies this year or a letter from the university indicating your full-time enrollment in a graduate program**
- A detailed Budget and/or Statement of Need
- Copies of your most recent Federal income tax returns (and your spouse's or parents' returns if they are assisting you in any way).**
- A copy or transcript of your **Baptismal or Chrismation Certificate (NOT a birth certificate).**
- Five (5) Letters of Recommendation as detailed in the application procedures**
Make sure you pay attention to the first two *required* recommendations in the instructions.
- A Resume or Curriculum Vitae
- Your Scholarship Proposal
- A short Personal Statement
- Have you completed this **Checklist (remember to return it with your submission)** and **have you signed the application/release form?**

Deadline for submission of applications: May 3, 2019

**NOTE: All of the above checklist items must be included for the proper processing of your application.
Please return this Checklist with your application materials and use it as a cover sheet.**

2019 Paleologos Graduate Scholarship



2019

Applicant Information

Applicant Instructions: Please complete all sections of this application, sign it, and return it along with all required documents. Please note that incomplete applications will not be considered for an award. Applications must be postmarked **May 3, 2019**. Late submissions will not be accepted by the Scholarship Committee. No exceptions.

- Send this completed application and all required documents to the Paleologos Graduate Scholarship Committee, Greek Orthodox Archdiocese of America, 8 East 79th Street, New York, NY, 10075.

Inquiries should be addressed to scholarships@goarch.org.

1. Applicant's Name
(First, Middle, Last)

2. E-mail Address

3. Mailing Address

Street/P.O. Box _____

City _____

State _____

ZIP Code _____

4. Telephone Numbers (include area codes)

Daytime () --

Evening () --

5. Citizenship: (proof required; see Application Instructions)

U.S. Citizen **or**

Permanent Resident

6a. Date of Birth (MM/DD/YYYY) _____

6b. Place of Birth _____

EDUCATIONAL BACKGROUND

7a. Name of Undergraduate College/University from which you already have a degree or will be awarded one this May/June (2019):

Address

Date of graduation: _____ Degree: _____

Major: _____

7b. Name of University where you will be enrolled in for the 2019-2020 academic year for your graduate studies.

Address

Expected Date of Graduation: _____ Degree: _____

Major: _____

7c. Enrollment Status (Check applicable box.)

Are you currently:

- Enrolled** full-time in a graduate program (indicate the year of studies you will be in the fall of 2019 and how much longer you have until you receive your degree)

Or

- Accepted** for full-time graduate studies beginning with the 2019-20 academic year

Field of Study: _____

Degree Program: _____

Attach a letter from the university showing you are currently enrolled or have been accepted for the 2019-2020 academic year.

7d. Current (or previous) Scholastic Standing:

- GPA Score: _____ points out of _____ points
(i.e. 3.75 pts out of 4 pts)

Attach all transcripts.

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8. FAMILY INFORMATION (Please respond to these questions accurately and honestly.)

8a. Your Marital Status: (Check applicable box.) Single Married/Remarried Divorced/Separated Widowed

If needed, provide a detailed explanation on a separate piece of paper.

8b. Are your parents or anyone else (i.e., spouse) assisting you in any way with your tuition or your living expenses?

Yes No

If Yes, on a separate piece of paper, explain in detail exactly what this assistance will be (or has been) and for how long.

8c. Special Family Status/Circumstances which would impact your studies.

If applicable, provide a detailed explanation on a separate piece of paper

9a. APPLICANT GROSS ANNUAL INCOME

If necessary, estimate for 2019. If married, include your spouse's income.

2018 \$____,____.00 2017 \$____,____.00 2016 \$____,____.00

9b. Hours Worked:

_____ hours per week. paid or volunteer/intern

Explain:

10. ACCRUED LIABILITY

Indicate the amount of student loan debt you have incurred thus far:

\$ _____

11a. Have you **applied** for the Paleologos Graduate Scholarship in the past?

Yes No

11b. If yes, were you granted a **scholarship**?

Yes No

12. FINANCES

Prepare a detailed budget showing expenses (tuition, fees, room & board, etc.) and sources of funding (scholarships, grants, loans, parents, etc); make sure to include it with your submission.

Please attach copies of your most recent Federal Income Tax Returns.

If your parents or spouse are assisting you in any way with any of your expenses or your tuition, please attach a copy of your parents' or spouse's Federal Income Tax Returns, as well.

Please list below any awards you have or will receive that will assist you financially while you are enrolled in your degree program.

Name of Award

Amount of Award

Duration of Award

13. Jurisdiction: Please indicate which jurisdiction of the "Assembly of Canonical Orthodox Bishops of the United States of America" you belong/attend. If a member of the Orthodox Christian Fellowship (OCF) at college, please indicate this as well, below.

- | | |
|---|--|
| <input type="checkbox"/> Albanian Orthodox Diocese of America | <input type="checkbox"/> Orthodox Church in America |
| <input type="checkbox"/> American Carpatho-Russian Orthodox Diocese in the USA | <input type="checkbox"/> Romanian Orthodox Archdiocese in America & Canada |
| <input type="checkbox"/> Antiochian Orthodox Christian Archdiocese of North America | <input type="checkbox"/> Serbian Orthodox Church in the United States & Canada |
| <input type="checkbox"/> Bulgarian Eastern Orthodox Church | <input type="checkbox"/> Ukrainian Orthodox Church of the USA |
| <input type="checkbox"/> Greek Orthodox Archdiocese of America | <input type="checkbox"/> Moscow Patriarchate in the USA |

Parish name and location: _____
Parish Name City, State

I am a member of OCF: Yes No No OCF chapter at my college Location: _____

14. DISBURSEMENT & CONTACT INFORMATION (Provide your school's specified information below regarding the acceptance of outside scholarships/donors. Failure to correctly do so may result in significant delay of disbursement and crediting of scholarship funds to your student account should you be a recipient of an award)

Name of University and Scholarship Office/Dept. (U.S. schools only):

Address:

Scholarship Office/Dept. Telephone Number:

Student ID Number:

Student Account Number (If Applicable):

AUTHORIZATION AND CERTIFICATION

I authorize the Greek Orthodox Archdiocese of America (GOA) to release application information, including copies of my application to the **Paleologos Graduate Scholarship Committee (PGSC)** or agent thereof. All information is for internal use only and remains confidential.

I agree to have the GOA and/or the PGSC or agent thereof to verify any and all of the application information given, including pertinent personal and financial information. The GOA and/or PGSC or agent thereof may contact my employer(s), references, as well as schools cited herein to substantiate this information. I also understand that I may be required to authenticate the information given by submitting copies of financial aid application(s), or any other relevant document(s) or statement(s).

I hereby certify that the information provided in this application is accurate and that I am the author of all the attachments. I understand that if any information is found to be inaccurate or incomplete, the PGSC will deny me an award.

If awarded the Paleologos Graduate Scholarship, I authorize the Greek Orthodox Archdiocese of America to publicize my being a recipient.

Signature of Applicant _____

Date _____