



## GRAND CHAPTER OF NEBRASKA Order of the Eastern Star

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January 20, 2017

**TO: Chapter Scholarship Committee or Chairman  
Chapter Worthy Matron and Secretary**

**RE: Scholarship Program for the 2017-2018 School Year**

It is time once again to bring you information on the Scholarship Program for the 2017-2018 school year. While the process is basically the same, please be reminded that the Grand Chapter will help fund one \$500 scholarship. Any additional scholarships given in 2017 will need to be funded entirely by the Chapter. **Please read the following information carefully and keep it for future reference:**

**Please use the following steps to ensure a pleasant experience for your Chapter and for your scholarship recipient(s).**

**A. Determine the number of scholarships your Chapter wishes to give and the amount of each scholarship.**

- 1. First Scholarship:** Your Chapter must provide at least \$50. The Grand Chapter will provide **\$450** so that the minimum amount of this scholarship will be **\$500**. *Your Chapter may contribute additional funds* to increase the size of the scholarship, but the maximum amount that Grand Chapter will contribute is \$450.
- 2. Additional Scholarships:** Your Chapter may send money for additional scholarships and have them administered through the office of the Grand Secretary. The Grand Chapter provides no additional funds for these additional scholarships.
- 3. Note for Chapters that have had consolidations:** If because of consolidations your Chapter is supporting more than two communities by providing scholarships and you would like to change the allocation of your scholarship funds, please contact the Grand Chapter office at 402-937-7056.

**B. Notify your High School(s) of the availability of the award, or appoint a committee from your Chapter to select a recipient. Either the High School or the Chapter may now select the recipient.**

1. Notify the high school or the committee as to the number and amounts of the scholarships as soon as possible so that they have ample time to select a recipient.
2. Guidelines for selection and a sample application form are enclosed should your high school or committee desire to use them.
3. A sample press release is enclosed to assist your Chapter in publicizing your scholarship. This is a good way to let the students know that the scholarship is available and will also make your Chapter "visible in your community".

4. Be sure that your high school contact or scholarship chairman knows that you must have the name of the recipient to the Grand Chapter Office by May 1, 2017. Names of the recipients will not be revealed.

**C. Complete the “Notification of Award” form included in this mailing.**

1. Please send the funds with the Notification of Award form when you receive the name of the recipient. (Make check payable to the Grand Chapter of Nebraska.) Please send the Notification of Award form—not the application.
2. Notification must be received no later than May 1, 2017. A scholarship certificate will be mailed to you in time to present it at your high school’s awards or graduation ceremony.

**D. Upon receipt of the Notification of Award form the Grand Chapter office will send a Scholarship Certificate for each student awarded a scholarship. If possible present the Scholarship Certificate to the recipient during the high school’s graduation or awards program, publish a picture of your recipient(s) in the local paper and/or invite the students and parents to one of your Chapter events so that they will get some exposure to Eastern Star. *Your Chapter can benefit if you take time to get the publicity.***

**E. Give the recipient the “Verification of Enrollment” Form.**

1. Perhaps you can give this form to the recipient at the same time that the Scholarship Certificate is presented. *Please put your Chapter name and mailing address on bottom of this form so the student will know where to send a thank you note.*
2. Make sure the student knows it is his responsibility to see that this form is signed by someone in the admissions office of the school he is planning to attend and he must ask the school to return it to the Grand Chapter office. The verification of Enrollment form must be received by December 31, 2017 or the scholarship will be forfeited and the money will be credited back to the Chapter and Grand Chapter to be used the next year.
3. The Grand Chapter must have this form returned before it can dispense the money. All funds are sent directly to the Office of Financial Aid of the College or University.

Please discuss this with your membership at your next stated meeting. It will be important to notify your high school students of this scholarship as soon as possible as high school seniors are already planning for next year. If you or your high school has any questions or if I can be of any help to you in this program, call my office at 402-937-7056.

Fraternally,



Jan Thoman PGM  
Grand Secretary

Enclosures: Guideline for Selection  
Sample Application  
Sample Press Release  
Notification of Award Form—Mail with funds to Grand Chapter office by May 1, 2017  
Verification of Enrollment Form—Give to the student when scholarship certificate is presented  
(Forms may be duplicated as necessary)

## Sample News Release for Announcing OES Scholarships

**Note: We hope that this sample press release will help you publicize the availability of your scholarship(s) and gain visibility for your Chapter in your community. Most local newspapers are happy to publish your news articles. They prefer typed, double spaced articles. Be sure to express your thanks if the paper consents to publish your news!**

### Scholarship Available for High School Seniors

\_\_\_\_\_ Chapter No. \_\_\_\_, Order of the Eastern Star of \_\_\_\_\_  
\_\_\_\_\_(location) is making available \_\_\_\_ (number) scholarships in the  
amount of \$\_\_\_\_\_ (amount) each. All high school seniors are eligible to  
apply for these scholarships. Selection will be based on evidence of good  
citizenship and high moral character as well as scholastic standing and  
financial need. Seniors interested in applying for these scholarships may  
contact \_\_\_\_\_ (officer or committee member in charge of the  
Chapter's scholarship program) at \_\_\_\_\_ (address and phone  
number) or (if this applies) you may contact your local high school guidance  
councilor who has been provided with information and application forms.  
\_\_\_\_\_ Chapter is providing these scholarships in cooperation with  
the Grand Chapter of Nebraska, Order of the Eastern Star. The generosity of  
the members of the Eastern Star in Nebraska has made it possible for the  
members in Nebraska to provide funds for scholarships to High School  
Seniors across the state for the 2017-2018 school year.

**APPLICATION  
EASTERN STAR SCHOLARSHIP  
DEADLINE FOR SUBMITTING IS APRIL 1**

Name \_\_\_\_\_

Address \_\_\_\_\_

High School \_\_\_\_\_

Grade Point Average \_\_\_\_\_ Class Rank \_\_\_\_\_

Please give a brief statement on the following topics:

1. Indicate your plans for higher education and your goals for the future.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Explain the need for scholarships and other aid in financing higher education.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Why do you consider yourself a person of high moral character?

\_\_\_\_\_  
\_\_\_\_\_

4. List organizations you have been active in at school, church and in your community during the past four years.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any full or part time jobs you have had in the past four years.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Describe any volunteer work or activities that would indicate your role as a citizen in your community.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Please attach a letter of recommendation from a school official or teacher.

## Verification of Enrollment

**TO THE CHAPTER:** Please enter the amount of the scholarship and your Chapter name, number and address at the bottom of the page and then give this form to the scholarship recipient.

**TO THE STUDENT:** Please fill in your name, address and social security number (or school ID number) and then take this form to the Admissions Office of the College or University you will be attending. The Admissions Office will sign this form to verify your enrollment and mail it to the Grand Chapter office at the address below.

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**TO THE ADMISSIONS OFFICE:**

The student named below has been selected as the recipient of an Eastern Star Scholarship Award. Please complete and return this Verification of Enrollment to the Grand Chapter of Nebraska at this address: (The Verification must be received in the Grand Chapter office by December 31, 2017 or the scholarship will be forfeited).

Grand Chapter of Nebraska  
Order of the Eastern Star  
Scholarship Program  
301 N. Cotner Blvd, Suite 200  
Lincoln NE 68505

PHONE:

402-937-7056

Email: [nebraskaoes@msn.com](mailto:nebraskaoes@msn.com)

THIS IS TO CERTIFY THAT:

Student's Name: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Social Security or School ID Number: \_\_\_\_\_

HAS ENROLLED AS A FULL-TIME STUDENT AT:

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

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

City, State, Zip Code: \_\_\_\_\_

(Scholarship funds will be mailed to the above address)

By: \_\_\_\_\_

(Admissions Office)

\_\_\_\_\_  
(Title)

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(To be filled in by the Chapter)

An Eastern Star Scholarship in the amount of \$ \_\_\_\_\_ has been awarded the above named student. This scholarship is to be used for tuition, books or other legitimate college expense. **THE FULL AMOUNT OF THIS SCHOLARSHIP IS TO BE CREDITED TO THE STUDENT'S ACCOUNT UPON RECEIPT.**

Name of Chapter awarding Scholarship: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_