

Graduate Student Scholarship Guidelines & Application

Website: <http://www.midwestscc.org/scholarship/>

July 20, 2018

Dear **Graduate Student** Scholarship Applicant:

The Society of Cosmetic Chemists, Midwest Chapter, Inc. (Midwest Chapter) each year offers \$1,000 scholarships to two **Graduate students** exhibiting excellence in either course work or research in the fields of chemistry, biology, cosmetic, pharmaceutical or allied sciences. Special consideration is given to students actively pursuing careers in cosmetic science.

Graduate Students who have demonstrated their pursuit of excellence in a variety of areas including school (distinctions, honors and awards, academic merit) community involvement (extra curricular activities), work experience (including any University Department work) and other leadership experiences are encouraged to compete for these scholarships. We pay great attention to the details included in the brief essay where the applicants provide reasons for applying for this scholarship, including academic and career goals as they relate to the cosmetic sciences.

Applicants must have a letter of recommendation from a faculty member, school administrator, teacher, counselor, or advisor at the University where the student is currently enrolled who knows the applicant well and is not related to him or her. Forms and instructions can be found on the Midwest Chapter's website <http://www.midwestscc.org/scholarship/>.

The Midwest Chapter's Scholarship Committee is comprised of a panel of volunteers which includes the Midwest Chapter's Scholarship Chair and the 2018 Chair-elect. The committee will begin to review applications **September 1, 2018**. The deadline for submission for this year is **October 15, 2018**.

The Graduate Student Scholarship winners are notified by email prior to the Midwest Chapter's November Educational Dinner meeting as they are invited to attend the meeting and receive the scholarship in person. Winners unable to attend the meeting may receive the scholarship by mail payable in December of 2018. A short biography and photo of the Scholarship winners will be published in the Jan/Feb 2019 SCCoop newsletter and on the Midwest Chapter's website.

Those students who qualify and have an outstanding record of success should apply. One of our goals of the Midwest Chapter's Scholarship Committee is to reward outstanding achievements both in the community as well as within the classroom. We have been providing these scholarships for the past 18 years, and this year we will award scholarships to motivated and deserving **Graduate students** with a proven record of academic excellence and involvement that have chosen to pursue course work or research in the fields of chemistry, biology, cosmetic, pharmaceutical or allied sciences at an accredited institution.

We look forward to receiving your application and wish you the best of luck in all of your future endeavors.

Sincerely,

Debbie Zartler
2018 Midwest Chapter Chair

ATTACHMENTS

- Information and Instructions for applying for the Society of Cosmetic Chemists, Midwest Chapter, Inc. Scholarship
 - Application for the Society of Cosmetic Chemists, Midwest Chapter, Inc. Scholarship
 - Applicant's Check Sheet
 - Society of Cosmetic Chemists, Midwest Chapter, Inc. Scholarship Program "Frequently Asked Questions"
- This application is also available as a PDF and can be found at: <http://www.midwestscc.org/scholarship/>

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Information and Instructions for Applying

We recommend that you begin your application by reading carefully the information and instructions below. Please pay particular attention to all document requirements and the deadline for the submission of your application. We encourage you to use the check sheet on the last page to make sure you have provided the correct information along with your application.

Eligibility:

To be eligible, an applicant **MUST** be:

- A full-time **Graduate student**.
- A full-time **Illinois, Indiana, Iowa, or Wisconsin resident**.
- Enrolled in a US College or University on a full-time basis located in **Illinois, Indiana, Iowa, or Wisconsin** during the winter semester immediately following the date of the award. The College or University must be accredited by a nationally recognized accrediting agency that appears on the list published by the US Secretary of Education. The applicant's area of study should be in the fields of chemistry, biology, cosmetic, pharmaceutical or allied sciences.
- Children of Midwest Chapter Scholarship Committee members are NOT eligible.

Awards Criteria:

Midwest Chapter Scholarships are intended to recognize outstanding student achievement and potential. During the judging process, all judges will consider the following criteria with weighting for each category below:

- **25% Academic Achievement** as reflected in courses of study, grade point average, class standing, honors and awards. (Questions #7 – 10 & 12)
- **25% Leadership Qualities, Accomplishments and Potential** as demonstrated by participation in extracurricular involvement, volunteer activities and work experience, and attested to by letters of recommendation. (Questions #11 & 13)
- **25% Ability to Articulate and Support a Point of View** as demonstrated by essay content and creativity. Special consideration is given to students actively pursuing careers in cosmetic science. (Question #14)
- **25% Letter of Recommendation**

Application Process:

- Applicants should send all application materials in one envelope to the Scholarship Chair. Only the 2018 application form can be used. All applications must be postmarked by **October 15, 2018**. There will be no exceptions made for applications postmarked after that date.
- **Applications will be accepted beginning August 1, 2018**. Applicants who wish to send applications prior to that time are asked to contact the Scholarship chair either by e-mail or in person at a Midwest Chapter meeting.
- Students wishing confirmation of receipt of an application must provide a self-addressed, stamped postcard in their application materials.
- The winner(s) will be notified by email on or about November 1, 2018; and a short biography and photo of the Scholarship winner(s) will be published in the Jan/Feb 2019 SCCoop newsletter and on the website: <http://www.midwestscc.org/scholarship/>.
- Each applicant **MUST** submit a completed Midwest Chapter Scholarship Application form, including all supporting documents listed below:

1. Copy of College or University transcript(s) for degrees completed (photocopy acceptable).

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2. School verification of expected graduation date and GPA. (photocopy of report card).
 3. SAT or ACT transcript showing test score (photocopy acceptable).
 4. A letter of recommendation from a faculty member at the University where the student is currently enrolled regarding the student's academic, extracurricular, and/or community activities. Letters may come from a school administrator, teacher, counselor, or advisor who knows the applicant well and is not related to him or her. All letters should be on University/College letterhead paper, signed and indicate the relationship of the letter writer to the student.
- Do not staple the application pages or other supporting documents to the applications. Use paper clips only with the application packet.
 - Be sure to put your name on the application pages where requested in case your application becomes separated.
 - All material for your application should be received in one envelope.
 - Should a school official indicate that materials requested such as your transcript, expected graduation date, GPA or letters of reference cannot be provided to you directly, your best option is to complete all other portions of the application and have the school official insert the necessary materials into the envelope, seal the envelope, and mail it for you.
 - Please be sure to keep a copy of all the materials you compile, including your essay. Should any of the questions not apply, please mark that question NA (Not Applicable). Do not simply leave it blank or that will indicate that you do not know or are not willing to provide the information.
 - All decisions of the judges are final.
 - Awards are made on an individual basis and are non-transferable from one individual to another.

Awards Process:

- The Scholarship winners are notified by email prior to the Midwest Chapter November Educational Dinner meeting as they are invited to attend the meeting and receive the scholarship check in person. Winners unable to attend the meeting may receive the scholarship by mail payable in December of 2018. Award checks will be sent to the students' current mailing address.
- Winners are responsible for providing Midwest Chapter with their current mailing address in accordance with a time frame established by Midwest Chapter. Failure to do so may result in the cancellation of the award.
- Transfer from one accredited university or college to another is permitted, provided the student maintains valid academic standing at the time of the transfer and provides all pertinent documentation requested by Midwest Chapter. Failure to provide such documentation in accordance with a time frame established by Midwest Chapter may result in the cancellation of the award.
- Interruptions in study will be reviewed on an individual basis, and any resulting ruling by the Midwest Chapter Scholarship Committee shall be final.

Should you have any questions about this application or the Midwest Chapter Scholarship Program in general, please contact the Midwest Chapter Chair by email at chair@midwestscc.org. We thank you for taking the time to submit an application for the Midwest Chapter Graduate Student Scholarship Program. We wish you good luck in all your future educational and career endeavors.

Send your completed application by US Mail to:

Eugene M. Frank, Ph.D.
Society of Cosmetic Chemists, Midwest Chapter, Inc. Scholarship Committee Chair
c/o SOLO Labs, Inc.
2200 Parkes Drive
Broadview, IL 60155

Applications must be postmarked no later than October 15, 2018.

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Please Type or Print all data

1. Name of applicant _____
2. Current mailing address: _____

3. Permanent address: _____

4. Telephone _____ Fax _____ Email _____
5. College or University Sponsor / Reference: name and contact information:

6. Name and address of school you will be attending during the scholarship year: _____

7. Current year in school: College/University Graduate: Master () Doctorate ()
8. Major _____ Degree _____
 Expected date of graduation _____ GPA _____
9. Your plan upon graduation: **Feel free to attach a separate sheet.**

10. Education history: List in chronological order all Colleges/Universities you have attended or are now attending:
Please feel free to attach a separate sheet.

Name of schools attended	City & State	Dates of attendance	Degree(s) received

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11. **Extracurricular activities:** List all activities including skills and hobbies. Briefly describe each.

12. **Distinctions, honors, and awards.** Indicate the basis of selection for any award that is not well known.

13. **Work experience-** including any university department work

14. **Brief essay:** Please write in the space below your reasons for applying for this scholarship, including your academic and career goals as they relate to the cosmetic sciences (use a separate piece of paper if necessary.)

I certify to the best of my knowledge and belief, the information contained in this application is true and correct.

Signature _____ Date _____

ADDITIONAL COPIES OF THIS APPLICATION AND GUIDELINES CAN BE FOUND AT www.midwestscc.org

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APPLICANT 'S CHECK SHEET

During the application process, use this check list to be sure you have completed the application correctly and submitted all the necessary information and materials.

- Read the information and instructions carefully.
- Complete personal data (Questions 1 – 5).
- Complete educational data (Questions 6 – 10).
- Complete extracurricular activities, distinctions, honors and awards (Questions 11 - 12).
- Complete work experience (Question 13).
- Complete Essay (Question 14).
- Enclose copy of College or University transcript(s) for degrees completed (photocopy acceptable).
- Enclose copy of School verification of expected graduation date and GPA. (photocopy of report card)
- Enclose SAT or ACT transcript showing test score (photocopy acceptable).
- Enclose letter of recommendation.
- Write your name on each page of the application and at the top of your essay sheet.
- Enclose essay with name at the top of page if you use an additional sheet of paper.
- Enclose all requested materials using paper clips and NOT staples.
- Mail your application to Midwest Chapter postmarked no later than **October 15, 2018**.

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2018 MIDWEST CHAPTER SCHOLARSHIP PROGRAM - FAQs:

We are delighted that you are interested in the 2018 Midwest Chapter Scholarship Program. We believe that the application you have been asked to complete is simple and self-explanatory. However, since we are frequently asked some of the same questions, we have compiled the following for your reference.

Q: Who is eligible to apply for the Midwest Chapter Graduate Student Scholarship Program?

A: Full-time Graduate student who are full-time residents of the states of **Illinois, Indiana, Iowa, or Wisconsin** enrolled in a US College or University on a full-time basis located in **Illinois, Indiana, Iowa, or Wisconsin** during the winter semester immediately following the date of the award.

Q: How will I know that Midwest Chapter has received my scholarship application?

A: Students wishing confirmation that their application has been received should enclose a stamped, self-addressed postcard with their application materials.

Q: Are applicants for Midwest Chapter Scholarships restricted to specific major fields of study?

A: Yes. Midwest Chapter Scholarship winners must be full-time Graduate students at an accredited College or University within the United States, with the intention to pursue a degree in Chemistry, Biology, Cosmetic, Pharmaceutical or Allied Sciences.

Q: How will the Midwest Chapter Scholarship Winners be notified?

A: Each winner will be notified by email on or about November 1st of the year in which the scholarship is being awarded. The formal announcement of scholarship winners traditionally is made in at The Midwest Chapter's Educational Dinner meeting which is the second Tuesday of November. The winners are invited to attend the meeting and receive the scholarship in person. A short biography and photo of the Scholarship winners will be published in the January SCCoop newsletter and on the website.

Q: What should I do if I cannot submit my application by the deadline date?

A: The deadline date indicates the day on which the application must be postmarked to Midwest Chapter. In the interest of fairness to all applicants, it is important that this deadline be observed.