Greetings!

If you are a GRCC student enrolled in the Winter 2014 semester and meet the requirements for either the Elizabeth Knapp Scholarship or the Richard Kurzhals Scholarship, you are invited to submit an application. Please seriously consider completing the attached application and submitting it before the deadline. The Social Sciences Department office manager will make your unofficial transcripts available to the Scholarship Committee.

A completed application, cover letter, and writing sample essay must be turned in before 3:00 p.m. on 27 March to the Social Sciences Department office manager, Stacey Herrick. Her office is located on the second floor of White Hall on the DeVos campus. If you have questions about the scholarship process, please contact Stacey at (616) 234-4283 or e-mail at sherrick@grcc.edu.

Best of luck to you! We look forward to reviewing your application.

Sincerely,

MSD

M.S. DeVivo, Ph.D.
Professor of Geography
and Chairman of the Social Sciences Scholarship Committee

Elizabeth Knapp Scholarship: A scholarship award with a value of $400 to $1000 for GRCC students enrolled in Fall and/or Winter 2013-2014. One to three awards will be given to GRCC sophomore students majoring in the social sciences disciplines offered for study in the GRCC Social Sciences Department (Anthropology, Economics, History, Geography, Political Science, Sociology) as a reimbursement for monies paid. Recipients must have maintained a 3.5 GPA in the social sciences, and a 3.0 overall GPA, and must have completed at least twenty-four credit hours at GRCC
with nine of them being in the Social Sciences. Applicants that have completed at least six credits in the Social Sciences by the end of April 2014 and enrolled in at least three credits in the Social Sciences for Winter Semester 2014 are eligible. Recipients of the award are requested to accept the invitation to attend the GRCC student awards banquet held on 4 April 2014.

Richard Kurzhals Social Science Scholarship:
This scholarship award with a value of $400 was established by Dr. Richard Kurzhals, a long time faculty member and Department Head in the Social Science Department (Economics, Geography, History, Anthropology, Sociology and Political Science). This scholarship will be awarded to students who have declared a major within the Social Sciences or Liberal Arts areas with the emphasis of class work in the Social Sciences. Recipients must have at least a 3.2 GPA, and must have completed at least twenty-four credit hours at GRCC with nine of them being in the Social Sciences.

Deadline: 3:00 p.m., 27 March 2014

Required Documents:
☐ Cover Letter  ☐ Completed Application  ☐ Essay or Term paper Writing Sample

Directions: 1) Please write a cover letter that provides a brief explanation of your background, academic goals, professional goals, and any other information that is pertinent to this application. This cover letter should be no less than one page and no more than two pages (see attached guidelines). 2) Complete the application. 3) Provide a writing sample. This writing sample should be no less than 500 words and no more than 2000 words. It should support the notion that you have solid potential in the Social Sciences, and it may be an essay or a paper you’ve written for a Social Sciences course. If you choose to take part in the departmental-sponsored Social Sciences Research Paper Competition, you ARE allowed to submit the same writing sample.

Grand Rapids Community College
Social Science Department Scholarship Application

☐ Part I: Cover letter (please see directions above and attached sample)

☐ Part II: Complete the requested information (please print)

Last Name: ________________________________ First Name: ________________________________
Student ID Number: ____________________________

Current Mailing Address:
Street: __________________________________________
City: __________________________ State: _______ Zip Code: ___________
Home Phone: ( ) ___________ Cell Phone: ( ) ___________
Email Address: ________________________________

☐ Part III: Writing Sample

See above.

Signature: ________________________________

Date: ________________________________
Sample Cover Letter Components
Date
Address of Recipient
Salutation
Introduction
Background Statement
Content
Closing statement
Closing
Name
Address
E-mail

March 17, 2014
Scholarship Committee
Social Sciences Department
Grand Rapids Community College
143 Bostwick, NE
Grand Rapids, MI 49503

Dear Committee Members:

I am currently an Anthropology [or History, or Economics, etc.] major at GRCC and interested in the Social Sciences Scholarships scheduled to be awarded in April 2014. Please consider this a letter of application.

[This paragraph (or two) should discuss your background. Perhaps you’d like to comment on an inspiring professor, a topic or two you’ve examined in your courses that might be particularly captivating, and something you’ve learned outside the classroom that might be relevant.]

[This paragraph (or two) should discuss your goals and aspirations. Of special significance might be how you intend you will make contributions to human society, as well as your plans for continuing your education beyond GRCC. Be as specific as possible.]

[This paragraph should be between three and five sentences and close your letter. It is wise to comment on your interest in the Social Sciences without being repetitive. Be respectful. Closing with the following might be a good idea: “Thank you for considering my application. Please feel free to contact me if you have any further questions. I look forward to hearing from you.”]

Sincerely,

Joe S. Schmuckatelli
40 Ridgecrest Drive
Grand Rapids, MI 49503