



Alpha Gamma Sigma, Inc.

The California Community College Scholastic Honor Society
Established 1926



General Information

2017 - 2018 STATE AGS AWARDS

Advisors,

When selecting your nominees, please be aware that the bylaws clarify membership requirements for scholarship applications. Article 2, section 4 reads:

Membership requirements for scholarship:

- a) Members who are currently in a grace period may not apply for a scholarship.**
(Students with Fall 2017 semester GPA's below a 3.0 will be disqualified per this requirement.)
- b) Members must have a cumulative GPA 3.0 or higher.**

In addition, please take note that only transcripts that meet the following conditions will be accepted in scholarship applications:

- a) College must be clearly stated**
- b) Semester and year must be clearly stated**
- c) Grades for each class, the GPA for each semester and the overall cumulative GPA for the college must be clearly shown. If the information is not clearly shown, the NOMINATING ADVISOR must add the information manually and initial each addition.**
- d) IF transfer units are involved, then there must be a transcript that incorporates the transfer with the local community college course work. If not, then the NOMINATING ADVISOR must do this manually and provide a clear and easy to understand document which incorporates all the information from all the different institutions. The individual transcripts are required as well.**

STATE AGS AWARDS

1. The AWARDS

There are **two main** categories of awards: **service** awards (which do not depend on the student's GPA but meet the minimum qualifications for AGS membership) and **academic** awards. A student may apply for both awards in the same year, but may only receive one in any given year. A student who has won an award in one category is not eligible to apply for another award in the same category. However, a student who has won an award in one category may apply for an award in the other category in a subsequent year.

Individual chapters decide how to choose the chapter's award nominees. While specific selection procedures vary, the nominees:

- 1) must have the support of both the chapter advisor(s) and the officers,
- 2) must be active members of the local chapter, and
- 3) must be students at the nominating college the entire academic year.

Types of Awards

SERVICE AWARDS

- a. The **Ed Walsh Outstanding Service Award** is given to students who have given outstanding service to their chapters, campuses, and communities. Each chapter in good standing may nominate one member for this award. *The host of a regional conference, the host of a state convention, and the college responsible for registration at state convention shall be eligible for one additional nominee for the Walsh Award.*
- b. The two Walsh applicants who receive the highest ratings are designated the **Charles Bell Service Award** winners. No additional application is required.

ACADEMIC AWARDS

- a. The **Kathleen D. Loly Scholarship Award** is an academic award, recognizing our most outstanding scholars. Each chapter in good standing may nominate two candidates for the Loly Award.
 - b. The two Loly applicants who receive the highest ratings are designated the **Virginia Coffey Award** winners. No additional application is required.
 - c. The **Robert Mantovani Award** recognizes those outstanding students who qualify for the Loly Award and have also provided outstanding service and leadership to their chapters, campuses, and communities. Each chapter in good standing may designate one of the Loly applicants for the Mantovani Award. No additional application is required; please see the special instructions for the Mantovani Award on page 9.
 - d. The **Tom Jackson Award** recognizes the top Mantovani winner. No additional application is required.
2. Detailed instructions for completing the **Application Packets** are included on pages 5-8. Each applicant should be given copies of the appropriate pages and advised that the directions must be followed precisely.

Mailing Information

3. Application Packets Mailing Instructions

- a. A total of **SEVEN legible** copies of each application packet, **collated** and **stapled**, must be mailed to:
- Jennifer McBride
5164 Queen Elizabeth Drive
Atwater, CA 95301
- b. There are two options for application deadlines, a postmark deadline for packets sent by **US Priority Mail** (do not require a signature or packet may be returned), and a delivery deadline for packets delivered to the above address in any other way.
- (1) Postmark Deadline: Application packets sent by **US Priority Mail postmarked by March 12, 2018** will meet the application deadline.
- (2) Applications **hand delivered** to the above address **before 5:00 pm on March 14, 2018** will meet the application deadline.
- c. The chapter application packet must include the following:
- ____(i) A total of **SEVEN legible** copies of each application packet, **collated** and **stapled**.
- ____(ii) **One** stamped **postcard** addressed to the chapter advisor and **listing the names of all of the chapter's applicants** on the reverse side. This card will be returned to the advisor to verify that the application materials were received.
- d. It is the responsibility of the applicant(s) **and** the chapter advisor(s) to ensure that all copies of the required documents are complete and are mailed by the deadline.

Application materials that are incomplete or late will be disqualified. If the application is disqualified, it will not be returned. For best results, please mail all chapter applications together, in one envelope, by US Priority Mail. Free "priority mail" envelopes and boxes are available at the post office.

**BE SURE YOU HAVE SUBMITTED SEVEN (7) COMPLETE
COLLATED AND STAPLED COPIES OF THE APPLICATION**

4. Applications are read by a team of chapter advisors. The guideline scoring system given to the readers in evaluating the applications is included for your information on page 4.
5. If you have questions, **advisors only** please contact Jennifer McBride at mcbride.j@mccd.edu or (209) 384-6376.

Suggested Scholarship Scoring

Guideline for Reader's Point Distribution for AGS Award Applications

Readers *may* assign a maximum of ten points per application as follows:

Ed Walsh Service Award

Advisor's letter of recommendation	3 points
Applicant's statement	3 points
Applicant's service	2 points
Reader's recommendation	2 points

Kathleen Loly Award

GPA (breadth, level of difficulty, consistency)	4 points
Student essay	3 points
Letters of recommendation	2 points
Reader's recommendation	1 point

Mantovani Award

In addition to the points given under the Loly Award, the applications designated as Mantovani nominees will be judged on these added criteria:

Service	2 points
Leadership	2 points
Reader's recommendation	1 point

Please note: At the reader's discretion, POINT DEDUCTIONS may be made for application materials that do not comply with the given directions.



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Application Form

Service Award Application Cover Sheet
(Attach a cover sheet to each copy of the application)

Applicant's Name:

(Type or print legibly)

First

Middle Initial

Last

College:

Chapter:

Pronunciation of Name:

(Please include any hints that will help presenters **pronounce** your name **correctly**.)

Please list semesters of AGS membership: _____

My signature signifies that, in applying for this award:

I give permission for my name, college and chapter affiliation to be included in press releases about state service and scholarship awards;

I also understand that I am not eligible for a State AGS Service Award if I have received a State AGS Walsh or Bell Award in a previous year;

I have been a member of AGS and have also been enrolled in classes at this community college for the entire 2017-2018 academic year; and

I will have completed a minimum of 30 semester (or 45 quarter) units by the end of the spring term.

Applicant's Signature

Date

My signature confirms this applicant's eligibility for an Alpha Gamma Sigma Service Award.

AGS Advisor's Signature

Date

AGS Officer Signature

Date

AGS Officer Signature

Date

Please note: If you are applying for both a service and an academic award, you must submit seven copies of the service application AND seven copies of the academic award application.

Ed Walsh Service Award Criteria

1. **Eligibility** for the Ed Walsh Award:
 - a. The applicant must have both been a member of AGS and been enrolled in classes at the nominating community college for the entire 2017 - 2018 academic year.
 - b. The applicant must have completed a minimum of 30 semester (or 45 quarter) units by the end of the spring term.
 - c. Both advisor (or proxy) and applicant must be present at the 2018 Spring State Convention for the applicant to receive an award. **In order for a student to be considered for an award, the student must be present all day Saturday, beginning at first roll call.**
 - d. The applicant has **NOT** received a State AGS Walsh or Bell Award in a previous year.
 - e. The applicant has at least a 3.0 cumulative GPA and at least a 3.0 semester GPA for the academic year.

2. Each chapter may nominate one eligible member for the Ed Walsh Service Award. *The host of a regional conference, the host of a state convention, and the college responsible for registration at state convention shall be eligible for one additional nominee for the Walsh Award.*

Walsh Award Checklist

3. **Each copy of the Application Packet for each applicant must contain all of the following items, in clear and legible copy, collated and stapled in the order listed:**
 - ___ a. The **AGS Service Award Application Cover Sheet**, signed by the applicant, the AGS advisor, and at two of the chapter's officers (other than the applicant).
 - ___ b. An **advisor's letter** of recommendation, not more than two pages in length. The letter must include verification of the eligibility of the applicant (as stated in 1 above). In addition, **the advisor's letter should serve to introduce the student and explain the student's service work. For example, from the advisor's perspective, what has been the student's contribution to AGS, to the college, and/or to the community?**
 - ___ c. A one to two page **statement by the applicant**; typed in 12 point Times New Roman font or a similar font which is no smaller than 10 cpi (characters per inch), double-spaced, and with one inch margins. **This statement must include not only what the applicant has contributed to AGS, the campus and community, but also how involvement with AGS has affected the applicant.**
 - ___ d. A **list** of the applicant's service to AGS, the campus, and the community during the semesters the applicant has been a member of AGS. This list must **summarize** the major accomplishments semester by semester, and give an overall impression of what the applicant has contributed to AGS, as well as to the campus and community. Include the total number of hours spent on various activities.
 - ___ e. **Transcripts** of completed courses (these do **not** need to be official but must follow AGS guidelines as stated under transcript guidelines on page 1);

4. Please include the applicant's name, either typed or printed legibly, in the margin of the top right hand corner of each of the pages included for #3, items b through e.



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Application Form

Academic Award Application Cover Sheet
(Attach a cover sheet to each copy of the application)

Applicant's Name:

(Type or print legibly)

College:

Chapter:

Pronunciation of Name:

(Please include any hints that will help presenters **pronounce** your name **correctly**.)

Please list semesters of AGS membership: _____

My signature signifies that, in applying for this award:

I give permission for my name, college and chapter affiliation to be included in press releases about state service and scholarship awards;

I also understand that I am not eligible for a State AGS Academic Award if I have received a State AGS Loly, Coffey or Mantovani Award in a previous year;

I have been a member of AGS and have also been enrolled in classes at this community college for the entire 2017 - 2018 academic year; and

I will have completed a minimum of 60 semester (or 90 quarter) units by the end of the spring term. I currently have a minimum cumulative GPA of 3.75

Applicant's GPA _____

Indicate the method used for the calculation of the GPA:

_____ cumulative GPA _____ most recent 60 semester (or 90 quarter) units

Please check here if this applicant is a candidate for the

_____ **ROBERT MANTOVANI AWARD.**

My signature confirms this applicant's eligibility for an Alpha Gamma Sigma Academic Award

Please note: If you are applying for both a service and an academic award, you must submit seven copies of the service application AND seven copies of the academic award application.

Kathleen D. Loly Scholarship Award Criteria

1. Eligibility for the Kathleen D. Loly Scholarship Award:
 - a. The applicant must have both been a member of AGS and been enrolled in classes at the community college for the entire 2017 - 2018 academic year.
 - b. The applicant must have at least a 3.0 semester GPA for the current academic year.
 - c. The applicant must have completed a minimum of 60 semester (or 90 quarter) units by the end of the spring term. This 60 semester (or 90 quarter) unit requirement includes any courses offered for credit at the community college as well as credits awarded for AP (Advanced Placement).
 - i. At least 30 semester (or 45 quarter) units must have been earned at a community college in graded courses.
 - ii. If it will benefit the student, only the last 60 semester (or 90 quarter) units will be used to calculate the GPA. If any units from a particular semester are used, all units from that semester must be included in calculating the GPA.
 - d. The applicant must currently have a minimum cumulative GPA of 3.75. Projected grades for the Spring semester are not allowed.
 - e. Both advisor (or proxy) and applicant must be present at the 2018 Spring State Convention for the applicant to receive this award. **In order for a student to be considered for an award, the student must be present all day Saturday, beginning at first roll call.**
 - f. The applicant has **NOT** received a State AGS Loly, Coffey, or Mantovani Award in a previous year.
2. Each chapter in good standing may nominate two eligible members for the Kathleen D. Loly Scholarship Award.

Loly / Mantovani Checklist

3. **Each copy of the Application Packet for each applicant must contain all of the following items, in clear and legible copy, collated and stapled in the order listed:**
 - ___ a. The **AGS Award Application Cover Sheet**, signed by both the applicant and the AGS advisor;
 - ___ b. The **advisor's letter** of recommendation, not more than two pages in length. The letter will include verification of the eligibility of the applicant (as stated in #1 above). In addition, **the advisor's letter will serve to introduce the student and explain the student's academic success and future potential.**
 - ___ c. A one to two page **autobiographical essay** by the applicant that **includes information about who the applicant is, the applicant's academic success, and what the applicant hopes to accomplish in college and in the future.** typed in 12 point Times New Roman font or a similar font which is no smaller than 10 cpi (characters per inch), double-spaced, with one inch margins, and two pages maximum length;
 - ___ d. **Transcripts** of completed courses (these do **not** need to be official, but must follow AGS guidelines as stated under transcript guidelines on page 1);
 - ___ e. A print out of **courses in progress**; and
 - ___ f. Two letters of **reference**:
 - ___ i. One non-academic letter. Non-academic means a letter written for the applicant by a person who discusses the student's achievements that are other than academic. Letters from friends and relatives are discouraged.
 - ___ ii. One academic letter that discusses the student's academic achievements.
4. Please include the applicant's name, either typed or printed legibly, in the margin of the top right-hand corner of each of the pages included for #3, items b through f.

Robert Mantovani Award Criteria

Each chapter in good standing may designate one of the Loly applicants for the **Robert Mantovani Award**. Should this applicant win the Mantovani Award, he or she will not be eligible for the Loly or Coffee Awards. There is **no** separate application form for this award; however, application materials must reflect the Mantovani nomination in the following ways:

Mantovani Checklist

- _____ Both the AGS Award Application Cover Sheet and the AGS advisor's letter of recommendation must include the student's nomination for the Mantovani Award.
- _____ The advisor's letter must include evidence of the student's leadership abilities and service to AGS
- _____ The non-academic letter of reference must also reflect the applicant's achievements in the areas of leadership and service to AGS, the school and the community.