

CAPITAL SPEAKERS CLUB OF WASHINGTON, DC, INC.

2009 Hester Beall Provensen Scholarship Award

March 9, 2009

APPLICATION DEADLINE: Friday, April 10, 2009

INSTRUCTIONS

The Capital Speakers Club of Washington, DC, Inc. (CSC) will award a \$6,000* scholarship to a woman student majoring in Speech Communications at a university in the greater Washington, DC area at the undergraduate or graduate level. Applicants must have demonstrated academic excellence, a commitment to pursue a career in Speech Communications, service to the community and/or the university, and financial need.

The recipient must attend the June Joint Luncheon of CSC at the Congressional Country Club in Potomac, Maryland at Noon on Wednesday, June 3, 2009 to receive the award. She will give a three minute speech as part of the program and will send the text of her speech to me Friday, May 22, 2009 via email or US Postal Service.

APPLICATION. To apply for this scholarship, please complete the application form and include the four required attachments of résumé, essay, recommendation and transcript. Although documentation of financial need is not required, we reserve the right to verify. Submit all required documents in an 8-1/2 x 11-inch sealed envelope to Joan Braitsch, 6005 Copely Lane, McLean, VA 22101-2507. **The application must be postmarked by April 10, 2009.** All materials must be submitted at the same time in one envelope. Only complete applications will be considered. Applications are confidential and become the property of the CSC.

ATTACHMENTS

1. **RÉSUMÉ:** **Typed** and submitted in résumé form, include the following:
 - Education
 - Selected Honors and Awards
 - University activities and leadership positions
 - Community activities (college years only)
 - Work Experience, if applicable (include number of hours worked per week)
 - Publications / Papers

2. **ESSAY:** In 350 to 500 words, describe the importance of speech communications and the reason it is your area of study. Elaborate so that the CSC Scholarship Committee will understand what is important to you. (The essay must be typed on an 8-1/2 x 11-inch sheet of paper with 1-inch margins using an 11-pt./Times new Roman font.) Essays will be judged on content as well as grammar and spelling.

3. **RECOMMENDATION:** In 350 to 500 words, describe the reasons this applicant should receive the Capital Speakers Club scholarship.
 - From a University Professor or Advisor
 - To assist the Scholarship Committee understand your potential for success in a career in Speech communication.
 - Recommendation must be submitted in a **sealed envelope** with the reference's signature across the seal.

4. **TRANSCRIPT:** A current university transcript is required.

* A check for \$6,000 will be payable to the university for your tuition, board and fees.

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APPLICATION FORM

1. Applicant must meet the following criteria:

- A. A woman student majoring in Speech Communications and
- B. Attending a university in the greater Washington, DC area at the undergraduate or graduate level

2. PLEASE TYPE THE FOLLOWING INFORMATION:

Name:

Local Mailing Address:

College or University: _____

Please provide the following information and indicate the best way to contact you:

Email _____
Cell phone _____
Home phone _____

Major and Anticipated Degree: _____

Grade Point Average (GPA) _____

3. YOUR COMPLETED APPLICATION SHOULD INCLUDE:

- A. Application Form
- B. Résumé
- C. Essay
- D. Letter of Recommendation
- E. Transcript

Please direct any inquiries to Joan H. Braitsch, Scholarship Chair, Capital Speakers Club, joan.braitsch@cox.net or 703-533-3374.

For information on the Capital Speakers Club of Washington, DC, Inc., please visit our website www.capitalspeakersclub.org. Some areas on this website are for members only.