



Xi Zeta Zeta Chapter Business Meeting

December 16, 2017 ~ 10 AM

Devotions

- Sorority hymn (first verse and chorus)
- Opening prayer

Business

- Roll call
- Additions to the agenda
- Reading and adoption of minutes
- Reading of correspondence
- Report of the Tamias-Grammateus
- Report of the Tamias

Officers' Reports

- Basileus
- First Anti-Basileus
- Second Anti-Basileus
- Third Anti-Basileus
- Phylacter

Committee Reports

- Zeta Youth Auxiliaries
- FW Brunch
- Scholarship Review
- Centennial Commission
- Social Media Coordinator (Website/Facebook)
- Z-HOPE
- Social Action
- Sigma/Zeta Council
- Silicon Valley NPHC
- Black Kitchen Cabinet (BKC)

Unfinished Business / New Business

- Triumphant Soror LaToya Barnes Funeral and Memorial Services Updates
- Review of Zeta Home-going Ritual
- Nominations/Elections Chair Appointment
- Birthday Acknowledgments
- Announcements

Closing

- Closing prayer
- Sorority hymn (second verse and chorus)
- Adjournment

ZETA PHI BETA SORORITY, INC.

Scholarship ★ Service ★ Sisterhood ★ Finer Womanhood | *Since 1920*



Zeta Phi Beta Sorority, Inc.
Xi Zeta Zeta Chapter
P.O. Box 610985
San Jose, CA 95161
Website: www.casouthbayzetas.org

BUSINESS MEETING MINUTES **Saturday, November 18, 2017**

Soror Thompson called the meeting to order at 10:22 a.m

Devotions

The National Hymn was sung followed by the recitation of the National Prayer.

BUSINESS

Roll Call:

Attendees: Soror Connie Carr-Jones, Soror Tanya Fitzgerald, Soror Ardetta Fulton, Soror Jameela Fulton, Soror Rhonda Jacobs, Soror Myesha Mebane, Soror Jessica Minter, Soror Nenah Reed, Soror Renee Rodgers, Soror Kotarah Thompson,

Guests:

Agenda:

Soror J. Fulton made a motion, seconded by Soror H. Pennywell to approve the agenda as presented. Motion unanimously approved.

Minutes:

Soror J. Fulton made a motion, seconded by Soror D. Blake, to accept the meeting minutes of September 16, 2017 with no corrections. Motion unanimously approved.

Correspondence:

There was no correspondence submitted.

Tamias-Grammateus Report

Soror H. Pennewell made a motion, seconded by Soror J. Fulton, to accept the Tamias Grammateus report with changes to the report ("XZZ Foundation Donation" from Soror S.Jacobs and "Other" in the amount of \$32.00) . Motion unanimously approved.

Tamias Report

Soror R. Rodgers (Tamias) did not present the report. The Tamias report will be presented at the December meeting.

OFFICERS' REPORTS

Basileus Report: *(Review submitted report for details.)*

Soror K. Thompson presented the Basileus report.

First Anti- Basileus Report: *(Review submitted report for details.)*

Soror K. Thompson presented her report.

Second Anti-Basileus Report: *(Review submitted report for details.)*

Soror J. Fulton presented her report.



Zeta Phi Beta Sorority, Inc.
Xi Zeta Zeta Chapter
P.O. Box 610985
San Jose, CA 95161
Website: www.casouthbayzetas.org

BUSINESS MEETING MINUTES **Saturday, November 18, 2017**

Third Anti-Basileus Report: *(No written report was submitted.)*

Soror R. Jacobs submitted highlights from Psi Mu and the San Jose State University Campus. Soror R. Jacobs will send updates via email about the SJSU (and Psi Mu) events.

Phylacter Report: *(Review submitted report for details.)*

Bylaws review began and will continue during the December meeting.

COMMITTEES REPORTS

Bylaws/SOPs Committee Report *(Review submitted report for details.)*

Zeta Youth Auxiliaries Committee: *(Review submitted report for details.)*

Soror R. Rodgers presented her report.

Finer Womanhood Brunch *(Review submitted report for details.)*

Soror R. Rodgers presented her report.

Scholarship Committee: *(Verbal updates delivered.)*

Soror C. Carr-Jones presented her report. Debate about disbursements. Soror J. Fulton made a motion that all scholarships should be given in one disbursement. Soror N. Reed seconded. Motion pass with a vote of 6 in favor and 2 against.

Centennial Representative: *(Review submitted report for details.)*

Soror R. Rodgers asked Sorors to please read her report.

Social Media: *(Review submitted report for details.)*

Soror J. Minter presented her report.

Z-H.O.P.E: *(No report)*

Social Action: *(Review submitted report for details.)*

Soror K. Thompson introduced Janet "Jan" Phinick to introduce and answer questions about Village House (Rotating Women's Shelter). Role/job descriptions were issued. A hard copy of her Powerpoint Presentation was given with the online sign-up system (page 10-11).

Sigma/Zeta Council: *(Verbal report given.)*

Soror R. Jacobs presented the Sigma/Zeta Council report.

Save the Date: Sigma/Zeta Founders' Day Celebration is scheduled for January 20, 2018 from 11:00 am to 1:30 am at the Stonebridge Country Club (Oakland). Natalie Brannon will be the speaker. Tickets are \$80.



Zeta Phi Beta Sorority, Inc.
Xi Zeta Zeta Chapter
P.O. Box 610985
San Jose, CA 95161
Website: www.casouthbayzetas.org

BUSINESS MEETING MINUTES **Saturday, November 18, 2017**

All chapters may recognize Sigma/Zeta of the Year for their chapter just let the Sigma/Zeta Council know.

They meet on December 7th.

Silicon Valley NPHC: *(Verbal Updates.)*

Soror S. Jacobs reported that there are no updates.

Black Kitchen Cabinet Council: *(No report.)*

Finer Womanhood Scholarship Brunch: *(Verbal updates delivered.)*

Soror R. Rodgers reported that Finer Womanhood Brunch is confirmed for March 17, 2018.

UNFINISHED BUSINESS/NEW BUSINESS

Birthday Acknowledgements:

Soror A. Fulton will continue to lead the chapter in acknowledging the monthly birthdays of our chapter members.

HAPPY BIRTHDAY to the following Sorors:

- Soror Marian Bemby, November 6
- Soror Nenah Reed, November 10

ANNOUNCEMENTS

Consider a position with the Executive Board.

CLOSING

Closing Prayer

Sorority Hymn (second verse and chorus)

Adjournment at 12:25 p.m.



Xi Zeta Zeta Chapter
San Jose, CA

BASILEUS REPORT

December 16, 2017

- **Triumphant Soror LaToya Barnes:** I've been asked by Soror Helana Pennywell if the chapter would like to do something special to honor Triumphant Soror LaToya Barnes at her memorial services on Saturday, December 30th. We will have a maximum of ten minutes, so as to be considerate to the timing of the memorial services.
We will be doing a run/read-through of the Zeta ritual today so that we prepare our Sorors who will be traveling to the funeral.
Please remember to read your emails about specific dates/times/locations for services being held for Triumphant Soror LaToya Barnes.
- **Chapter Article Submissions to the State and Nationals:** I have submitted mini-write-ups and pictures to both the State (Dovely TimeZ) and Nationals (Archon) for the chapter. No other write-ups were submitted to me, but I felt it was important for us to have something to represent our chapter in at least one of the publications.
- **January 2018 Chapter Meeting Date Change Reminder:** Due to January being a very active month for our Blue and White family, our meeting date is being changed to Saturday, January 13th. Please mark your calendars for this date change; location will be announced in December.
- **2017-18 Chapter Goals (P.E.A.R.L.Z):**
***** THIS WILL BE PART OF MY REPORT EVERY MONTH AS A REMINDER OF OUR GOALS FOR THIS YEAR. *****

For the 2017-18 sorority year, I would like to introduce my "P.E.A.R.L.Z – Project to Effectively Assess and Renew the Light of Zeta" plan, which will focus on membership, fundraising and community service – three areas where chapter members have expressed concern in for years. It is my desire that with our P.E.A.R.L.Z, we are able to achieve quantifiable and worthwhile outcomes for this sorority year.

MEMBERSHIP P.E.A.R.L.Z

- Retain our chapter members through aggressive retention efforts that include a mentorship program specifically for new, transfer and reclaimed members; sisterly bonding activities; and monthly trainings/workshops
- Reclaim at least three inactive/nonfinancial Sorors;
- Recruit at least three new members for intake in Spring 2018;

FUNDRAISING P.E.A.R.L.Z

ZETA PHI BETA SORORITY, INC.

Scholarship ★ Service ★ Sisterhood ★ Finer Womanhood | *Since 1920*



Xi Zeta Zeta Chapter
San Jose, CA

BASILEUS REPORT

December 16, 2017

- Appoint a fundraiser coordinator/chair who will assist in planning, execution and oversight of chapter fundraisers;
- Plan and execute at least one general chapter fundraiser and two XZZ Educational Foundation fundraisers;
- Coin at least one new and effective fundraiser from this year that we implement for the next few years and reevaluate its need in 2020 (Centennial);

COMMUNITY P.E.A.R.L.Z

- Work closely with the chapter's Social Action Chair and Z-H.O.P.E Coordinator to identify at least two community agencies that we can partner with this year;
- Implement three community service projects/activities with our new community partners;
- Ensure that at least one implemented community service project is featured in a local media outlet as a form of public relations.

➤ **Reminders/Save-the-Date(s):**

- December 19th – Workplace Memorial Services for Triumphant Soror LaToya Barnes – Fremont, CA
- December 27th – Funeral Services for Triumphant Soror LaToya Barnes – Pajoma, CA
- December 30th – Memorial Services for Triumphant Soror LaToya Barnes – San Jose, CA
- December 2017-May 2018 (every month) – National Candidates Town-Hall Webinar Series (please see Dove Notes for specific details)
- December 30th – Early Registration Deadline for 2018 Grand Boulé – New Orleans, LA
- January 20th – Bay Area Sigma/Zeta Council Founders' Day Luncheon – Hayward, CA
- January 26-28, 2018 - 34th California State Meeting - Los Angeles, CA

ZETA PHI BETA SORORITY, INC.

Scholarship ★ Service ★ Sisterhood ★ Finer Womanhood | *Since 1920*



Zeta Phi Beta Sorority, Inc.
Xi Zeta Zeta Chapter
P.O. Box 610985
San Jose, CA 95161

Website: www.casouthbayzetas.org

December 14, 2017

There will be 3 confirmed interest at the “Day of Service” event with Hidden Village. Please be sure to interact with our interest and volunteers. We are waiting on an application for Meranda Middleton.

Lynette Jones will obtain her Bachelor’s degree in May 2018 and will continue to obtain her Master’s degree, she put Amicae as her current interest as she believes this will help her gain more knowledge into Zeta as a whole and once she obtains her Bachelor’s degree she would love to start the membership process.

Dana Hudson is a Licensed Marriage and Family Therapist and is looking into becoming more well rounding with her professional growth and believes the Finer Women of Zeta Phi Beta Sorority Incorporated will guide her. Diane Fischer would love to work alongside with XZZ as a volunteer.

Out of the list of 12+ interests only 3 have been in constant communication. The committee will reach out the list of interest in January in hope of more communication regarding their interests with Zeta Phi Beta Sorority Inc. Upon our committee meeting in January we will discuss how many contacts an interest should receive regarding membership however, they will always receive an invitation to any and all events unless the committee reveals otherwise.

All confirmed interest have receives a soft copy of the membership interest form (if confirmed of continued interest), phone calls and follow-up emails, a list will be compiled and presented to the chapter alongside with a calendar of Membership Committee meetings and possible dates for membership interviews.

We also have 2 Sorors that may be in the process of transferring to XZZ Soror Kristen Lockhart and Soror Tameka Sanford.



Zeta Phi Beta Sorority, Inc.
Xi Zeta Zeta Chapter
P.O. Box 610985
San Jose, CA 95161

Website: www.casouthbayzetas.org

All interests and volunteers have received invitations to XZZ December 2017 events. Please be sure to forward any save the date flyers to the office of First Anti to ensure immediate distribution to all interests and volunteers.

Sisterly Bonding events Save The Date:

December 22nd-24th	Cinderella (San Francisco)	African American Shakespeare
January 20th, 2018	Sigma Zeta Council (Hayward)	tickets \$80
February 17th, 2018	Blank Panther Movie (TBD)	after Chapter meeting

Dove Notes attached

Sisterly,

Soror Kotarah Thompson
First Anti-Basileus



Xi Zeta Zeta Chapter
2nd Anti-Basileus Report
Soror Jameela R. Fulton
Saturday December 16, 2017

Upcoming Calendar of Events

December

Saturday 12/16	Zeta Youth Induction 1pm
Saturday 12/16	Village House- Community Service
Sunday 12/31	2018 Grand Boule Early Registration Deadline

January

Tuesday 1/16	Founder's Day
Saturday 1/13	Chapter Meeting
Saturday 1/20	Sigma/Zeta Founder's Day Celebration
1/26-1/28	34 th California Leadership Conference- Los Angeles

February

Saturday 2/17	Chapter Meeting
---------------	-----------------

March

Saturday 3/17	Finer Womanhood Luncheon
---------------	--------------------------

Sorors, if you have any suggestions for an upcoming program or fundraiser please feel free to contact me.

Submitted,

Soror Jameela R. Fulton
2nd Anti-Basileus
Xi Zeta Zeta Chapter
Zeta Phi Beta Sorority, Incorporated
jrfultonxzz@gmail.com



December 16, 2017

Youth Committee Report

At our last meeting, Pearlettes worked on their getting to know each plus a Christmas craft. Amicettes processed how to cohesively agree to their Amicette officers and a Christmas craft. Archonettes had previously decided on their officers so we discussed community and/or activities they can organize/ lead with the Amicettes plus work on their Christmas craft. Amicettes and Archonettes were invited to the Community Service tonight.

Induction Ceremony is today at 1pm for 5 youth as well as Amicette and Archonette officers installation. Please join us for this brief ceremony.

Finerwomanhood Brunch Committee

Save the Date cards will be handed out at the meeting. Special invitations will be sent to Charter members and special guests. Tickets will be handed out at December's meeting.

Decision needs to be made if we are going to have a 50/50 raffle. We need commitment from Sorors to sell tickets in order to make money and not have to ask Sorors to donate towards the prize.

Respectfully submitted: Renee' Rodgers

Scholarship

Electronic version of scholarship Applications have been sent to schools from the prior committees list and additional addresses were added. Hard copies are being sent to churches. Sorors and Youth have received electronic copies. Website has been updated.

Respectfully submitted: Connie Carr-Jones & Renee' Rodgers



Zeta Phi Beta Sorority, Incorporated
Centennial Representative Chapter Report
12/5/17



“2017 Year of Service”

- **Guest Speakers:**
 - Soror Reverend Pamela Lewis opened the call with a prayer.
 - Soror Melissa Walton Jones (Director of Centennial Special Projects & Vice Chair, Founders’ Endowed Scholarship Fund):
 - Discussed Zeta’s Endowed Scholarship Fund (www.zphib.com/endowedscholarship).
 - We launched “Giving Tuesday” campaign on November 28th.
 - Visit www.thecentennialacademy.org to review the scholarship academy on Dec. 6th.
 - All donations. Made to this 501 (c) (3) are tax deductible.
 - Please share the Zeta Endowed Scholarship Fund flyer, which can be found at www.zphib.com/endowedscholarship with the Blue and White Family, D9 orgs, family, friends, and others.
 - Discussed various donor levels.
 - Past Grand Dr. Jylla Moore Tearte (20th International Grand Basileus & 2020 Centennial Commission Chair):
 - 2019 “Year of Sisterhood” Launch at NEB on Friday, January 5, 2018 from 4:30-6:30 pm. If you plan on attending the NEB meeting or will be in the New Orleans, please register and purchase tickets for \$20.20.
 - The 2018 “Year of Sisterhood” Launch includes Beignets and Tea. There will be a competition for Hat (various prices for different sizes), bring a tea cup and tea bag for the Tea at Home Competition, 2018 Year of Sisterhood Passport Stamp, Photo area, Sisterhood Circle Meet-up, and so much more!
 - Deadline to purchase tickets is December 18th. A limited number of tickets will be sold. (www.memberplanet.com/s/zphib2020/2018launch)
 - 2018 “Year of Service” Advance Buy Blue Sales – Place orders by December 18, 2017.
 - Ceramic Sisterhood Teapot & Cup w/Saucer & Pearl Accent - \$30 at NEB; \$35 after NEB + S/H
 - Glass Sisterhood Place-mat w/Tea Cup & Spoon - \$30 at NEB for the complete set; \$20.20 for each piece + S/H after NEB
 - THANK YOU to our Visionaries – The final date to sign up to be listed at a given level for the 2017 Year in Review for 2020 Visionaries is December 5th.
 - Thank you to the 2020 Visionary Donors who donated \$50,000 as an initial contribution to the Zeta Endowed Scholarship Fund.
 - We have 15 donors at the Founders’ Society Level (\$10,000), 58 donors at Circle of Pearl Donor Level (\$5,000-\$9,900), and 10 donors at the Legend Donor Level (\$4,000-4,999).
 - Thank you to all of the chapters, states, and regions that have contributed to the various visionary levels.
 - Happy Holidays from Past Grand Jylla!



Zeta Phi Beta Sorority, Incorporated Centennial Representative Chapter Report 12/5/17



- **In the Newz**
 - Tribute & Memorial Fund Campaign and Centennial Savings Plans is being offered through memberplanet.
 - 2016 Year in review is available.
 - **Sisterhood Circle** - Goal of sisterhood circle which is 1,920 circles by 2020; we have **502** circles as of November, 2017.
 - 2017 is the Global Year of Service – 20 million hours of service by 2020 & use of the ZSMS (Zeta Service Management System); continue to use the **#20MhoursofService** hashtag in Social media when you are posting Service information.

 - **Spiritual Advisory Council Prayer Call** – 16th of every month starting September 16, 2017 through January 16, 2021 at 7:20 pm est (live) and then recorded and added to the Centennial Academy.
 - **CSR Reps** – Please encourage chapters, states, and regions to have representatives on the call. Visit <http://zphib2020.com/centennial-representative/>.
 - **Finer Jewelry Collection** - We will be releasing the 3 Edition, in 2018, after we have sold out our 2nd piece. **Remember to Buy Blue** - www.zphib2020.com/buy-blue/.

- **CSR Reps:**
 - **Centennial Academy** – CSR Reps will need to register on the Centennial Academy to have access to all CSR Replays and various Centennial presentations.
 - **CSR Reps Role:**
 - Participate in monthly calls.
 - Get on the agenda.
 - Review and share your summary page.
 - Continue to recognize Visionaries, Sisterhood Circles, etc.
 - Share ideas with CSR Director.
 - State & Regional Reps collaborate with SD and RD to identify allocated Centennial time at your conferences and plan events.
 - Check the Centennial Website on a consistent basis.
 - Remember we are asking all CSR Reps to become Charter Donors except for undergraduates. We also encourage you to go beyond Visionary donor level, if you are able. Please visit the website to sign up.
 - Support the Centennial Journey by staying in the communication loop via the website, Facebook, Twitter, Instagram, etc.
 - Questions from Reps:
 - *May I have a list of Reps for my state and region?* The list changes often. Please collaborate with your state and region reps.
 - *May I have a list of Visionaries for my chapter?* The list should be managed by the representatives.
 - *Will chapter with 100% of the membership as visionaries be recognized?* This should be recognized at the chapter level and celebrated.
 - *Are there 2 separate cost for Centennial and Boule?* Yes!



Zeta Phi Beta Sorority, Incorporated
Centennial Representative Chapter Report
12/5/17



- **Engaging and Motivating your Chapter**
 - Raffles for Visionaries and Sisterhood Circle members.
 - Send ideas for Centennial Fundraisers so we can feature your chapter.
 - Thank you to Soror Shannon Parker from Alpha Mu Zeta.
- We need your ideas for ways to motivate your chapter, state, and region. Email Soror Stewart at csrrep@zphib2020.com.

Dates to Remember:

Date	Event
January 5-7, 2018	National Executive Board Meeting – New Orleans, LA
July 18-22, 2018	Boule – New Orleans, LA
January 15-19, 2020	Midnight Celebration for Our Centennial plus a weekend full of events celebrating 100 Years
June 23-28, 2020	Boule & Centennial



CSR Calls 2017-2018

Dates	Time
October 10, 2017	8:30 pm (est)
November 7, 2017	8:30 pm (est)
December 5, 2017	8:30 pm (est)
January 2, 2018	8:30 pm (est)
February 5, 2018	8:30 pm (est)
March 5, 2018	8:30 pm (est)
April 2, 2018	8:30 pm (est)
May 7, 2018	8:30 pm (est)
June 4, 2018	8:30 pm (est)

12/5/17
Zeta Phi Beta Sorority, Incorporated
49

Thank you!



Zeta Phi Beta Sorority, Inc.

Xi Zeta Zeta Educational Foundation

P.O. Box 610985

San Jose, CA 95161-0985

www.casouthbayzetas.org

XI ZETA ZETA EDUCATIONAL FOUNDATION ACADEMIC SCHOLARSHIP PACKET



Packet contents:

- **Sorority/Educational Foundation History**
- **Scholarship Eligibility and Requirements**
- **Deadline Dates**
- **Scholarship Application**

Scholarship ~ Service ~ Sisterhood ~ Finer Womanhood



Sorority History

Zeta Phi Beta Sorority, Inc. was founded on January 16, 1920 on the campus of Howard University in Washington, D.C. by Arizona Cleaver Stemmons, Viola Tyler Goings, Myrtle Tyler Faithful, Fannie Pettie Watts, and Pearl Anna Neal, who we fondly refer to as our Five Founding Pearls. These women dared to depart from the traditional coalitions for African-American women and sought to establish a new organization based the ideology of scholarship, service, sisterhood, and Finer Womanhood.

Since its inception, the sorority has expanded to encompass hundreds of chapters and a multitude of college- educated and successful initiates, in undergraduate and graduate chapters, throughout the United States, Africa, Asia, theCaribbean, and Europe.



Xi Zeta Zeta Chapter

Xi Zeta Zeta Chapter of San Jose, CA, was established in May 1988, by eight phenomenal women:

Charlene Bellinger
Stella Bronson

Ardette Fulton
Karen Mathis

Jackie Moore
Elizabeth Smith

Catherine Sweat
Glendora Turner

The chapter was chartered by Pacific Region Director Myrtle Ballard at the home of Jackie Moore. Since that time, the chapter has produced many talented leaders, including several past and current national, regional, and state officers. Today, the chapter also encourages and develops future leaders through our youth auxiliaries.

Through the chapter's Xi Zeta Zeta Educational Foundation, we hold several events throughout the year which fund the scholarships being awarded. Through the sorority's national program, Z-HOPE (Zetas Helping Other People Excel), chapter members also participate individually and collectively in many community service projects across the Bay Area, at their churches and through their jobs, and in partnership with organizations such as the March of Dimes, the American Cancer Society, and the American Heart Association.

Xi Zeta Zeta Educational Foundation

The Xi Zeta Zeta Educational Foundation was created in 2004 and is operated as a 501(c)(3) non-profit charitable entity of the chapter. The Executive Board, as outlined in our chapter's Constitution and Bylaws, manages the Educational Foundation. This Board is composed of the chapter's President, 1st Vice-President, 2nd Vice- President, 3rd Vice-President, Treasurer, Secretary, and Financial Secretary.

We are proud to award academic scholarships each year to deserving high-school seniors. Our talented scholarship recipients come from high schools across Santa Clara County, such as Mt. Pleasant, Overfelt, Silver Creek, Yerba Buena, Milpitas, Piedmont Hills, Andrew Hill, and Santa Teresa. Additionally, our awardees have gone on to further success at colleges and universities all over the United States, such as Stanford, Santa Clara, San Jose State, Cal State East Bay, Grambling, Spelman, Howard, Xavier, Tuskegee, MIT, and many others.

The Xi Zeta Zeta Educational Foundation is funded through various programs, personal donations, and grants received from local companies and organizations.

Scholarship ~ Service ~ Sisterhood ~ Finer Womanhood



Scholarship Overview

The Xi Zeta Zeta Educational Foundation, in conjunction with Xi Zeta Zeta Chapter of Zeta Phi Beta Sorority, Inc., will award one or more merit-based scholarships to selected high-school seniors who meet eligibility requirements. The scholarship is intended to financially assist students in the pursuit of their academic goals. The Xi Zeta Zeta Educational Foundation Scholarship Committee, under the counsel of the foundation's Executive Board, will determine the scholarship amount disbursed to each recipient.

The amounts determined will be based on, but are not limited to, the applicant's academic excellence, community service, references, financial need, and type of higher education institution attending (ex. accredited community college or four year university). Additional considerations of the amounts disbursed are based on the number of applicants who meet and exceed the eligibility requirements.

Scholarship recipients will receive the awarded amount in **one disbursement in Fall 2018.**

Recipients must show proof of enrollment and official transcripts verifying a **cumulative GPA of 2.75 or higher** by sending all required documentation to the assigned Scholarship Committee Chair no later than the specified deadline.

Eligibility and Requirements

- Applicant must reside in the greater Santa Clara County area.
- Applicant must be a graduating, high school senior (in Spring 2018).
- Applicant must complete the entire scholarship application and provide a typed, personal essay/cover letter.
- Applicant must provide official transcript to include Spring 2017 grades with proof of a cumulative GPA of 2.75 or higher. And an unofficial transcript for Fall 2017 is also requested.
- Applicant must provide two (2) letters of recommendation from an instructor, spiritual leader, community leader, and/or employee supervisor/manager.
- Applicant must furnish an acceptance letter from an accredited college or university (once received from the institution).
- Applicant must show and provide proof of personal involvement in civic engagement / community service/volunteer work within his or her community.
- Applicant should provide employment history (if applicable).
- Applicant must provide an electronic headshot with their application.
- Applicant must provide all required materials and meet all stated deadlines.
- If selected as a finalist, applicant must be available to attend a scheduled panel interview.
- If chosen as a recipient, applicant must attend (no exceptions) the Xi Zeta Zeta Educational Foundation Finer Womanhood Scholarship Brunch on March 17, 2018.

IMPORTANT: All application materials, with the exception of official transcripts, must be sent electronically (e-mailed) to xzz.edufound@gmail.com. Official transcripts must be sent by US Postal Service to: Xi Zeta Zeta Educational Foundation, c/o Scholarship Chair, P. O. Box 610985, San Jose, CA 95161-0985.

Scholarship ~ Service ~ Sisterhood ~ Finer Womanhood



Important Dates to Remember
(tentative and subject to change)

- January 31, 2018** – Scholarship application postmark deadline.
- February 5-9, 2018** – Scholarship Committee applications review and deliberation.
- February 12, 2018** – Selected candidates contacted by the Scholarship Committee to schedule in-person interviews with the Scholarship Committee.
- February 17 or 24, 2018** – Candidate interviews (in-person only, no exceptions) for final selection; time and location TBA.
- March 5, 2018** – Final selection candidates/scholarship awardees notified.
- March 17, 2018** – Finer Womanhood Scholarship Brunch at the Crowne Plaza Hotel in Milpitas, CA. Scholarship recipients are **required** to attend this event, where they will be honored.
- July 1, 2018** – Notified of scholarship award amount.

Remaining dates are approximate.

- August 15, 2018** – Proof of enrollment at an accredited two-year college or four-year university is due to the Scholarship Committee Chair. Proof of enrollment must include registered classes (full-time load = 12 units or more) and proof of payment for the Fall 2018 term. Failure to meet this deadline and required documentation may result in delay or forfeiture of a recipient's award.
- October 1, 2018** – Disbursement sent by Xi Zeta Zeta Educational Foundation to all scholarship recipients who meet all requirements.

Zeta Phi Beta Sorority, Inc.
Xi Zeta Zeta Educational Foundation
P.O. Box 610985
San Jose, CA 95161-0985



SCHOLARSHIP APPLICATION

The Xi Zeta Zeta Educational Foundation, in conjunction with Xi Zeta Zeta Chapter of Zeta Phi Beta Sorority, Inc., will award one or more merit-based scholarships to selected high-school seniors who meet eligibility requirements. The scholarship is intended to financially assist students in the pursuit of their academic goals. The Xi Zeta Zeta Educational Foundation Scholarship Committee, under the counsel of the foundation's Executive Board, will determine the scholarship amount disbursed to each recipient.

To apply for a scholarship, complete this application in its entirety, and submit along with a personal essay, two letters of recommendation, and an official and unofficial high school transcript (grades 9 to current). An electronic photograph (headshot) should accompany this application.

IMPORTANT: All application materials, with the exception of official transcripts, must be sent electronically (e-mailed) to xzz.edufound@gmail.com. Official transcripts must be sent by US Postal Service to: Xi Zeta Zeta Educational Foundation, c/o Scholarship Chair, P. O. Box 610985, San Jose, CA 95161-0985. All materials must be received by the stated deadline.

Application Deadline - January 31, 2018 (postmark)

**** PERSONAL INFORMATION***

NAME _____
Last First Middle

HOME ADDRESS _____

TELEPHONE NUMBER _____

E-MAIL ADDRESS _____

DATE OF BIRTH _____

PLACE OF BIRTH _____

CURRENT HIGH SCHOOL _____

**** FAMILY INFORMATION***

FATHER'S NAME _____

MOTHER'S NAME _____

SIBLINGS' NAMES _____

TOTAL ANNUAL HOUSEHOLD INCOME \$ _____ /year

**PLEASE LIST ALL SCHOLASTIC AND COMMUNITY ACTIVITIES WITH DATES OF SERVICE
(Attach additional sheets if necessary)**

**PLEASE LIST ALL COLLEGES / UNIVERSITIES TO WHICH YOU HAVE APPLIED OR PLAN TO APPLY
(Indicate the name and location of each college/university)**

	Applied?	Accepted?
1 st Choice: _____	<input type="checkbox"/>	<input type="checkbox"/>
2 nd Choice: _____	<input type="checkbox"/>	<input type="checkbox"/>
3 rd Choice: _____	<input type="checkbox"/>	<input type="checkbox"/>

Personal Essay

On a separate sheet of paper, please address the following items (*in no less than 200 words*):

- Your personal hobbies / likes / community involvement
- Your educational goals
- Your professional goals
- How this scholarship award can help you achieve your goals
- Why you should receive this scholarship award

Please remember to attach your essay to your electronic message (e-mail) when submitting.

References

You must submit two (2) letters of recommendation with this application, which can be written by a teacher, a counselor, a minister, or a community leader. Please remember that your application will not be considered without your letters of recommendation (no exceptions).

Please remember to attach your letters of recommendation to your electronic message (e-mail) when submitting.

IMPORTANT: All application materials, with the exception of official transcripts, must be sent electronically (e-mailed) to xzz.edufound@gmail.com. Official transcripts must be sent by US Postal Service to: Xi Zeta Zeta Educational Foundation, c/o Scholarship Chair, P. O. Box 610985, San Jose, CA 95161-0985. All materials must be received by the stated deadline.