



Scholarship Program Checklist

- Complete the scholarship assessment and set goals for the year ahead
- Poll your brothers to determine what incentives would work best for them in their academic pursuits
- Collect individual class schedules, majors, and current GPAs of brothers
- Have brothers set their own academic goals. Consider using these goals within your academic plan to celebrate and incentivize brothers to meet and exceed their goals
- Determine who your high academic achieving brothers are and solicit their help in supporting brothers who are struggling in similar classes and majors
- Determine which brothers are not meeting your chapter requirements for membership and those who are very close to not meeting standards. They will need extra support and guidance
- Make sure the chapter bylaws reflect member obligations for not meeting bylaw GPA requirements and what academic bad standing/probation entails
- Collect information (location, purpose, contact information) about all academic support services on your campus
- Work with the "D" to determine your scholarship budget
- Reference the scholarship resource guide to help you construct your scholarship program
- Create an action plan to achieve the chapter goals
- Create a system to compliment and help complete the action plan. This system could be an incentive program where brothers earn points to help them with their academics.
- Create a monthly calendar breakdown for the entire year you are holding the scholarship chairman position of important chapter events, fixed meetings, midterms, and finals
- Create a plan with your scholarship committee for how you will specifically engage and support Associate Members while they are acclimating to their studies as part of the brotherhood
- Create an academic development plan that works with your chapter's member development calendar. This looks like planned workshops, guest speakers, and facilitated conversation throughout the year during chapter meetings to help support your action plan
- Work with your scholarship committee, scholarship/faculty advisor to bring all these elements together to create your details scholarship program
- Educate your brothers about the program at the start of each term, communicate goals, current goal progress, and consistently educate brothers on academic performance tips.