

2025 SCHOLARSHIP CRITERIA AND GUIDELINES



Independent Order of Odd Fellows

EXCELSIOR LODGE No. 1
1134 First Avenue
Honolulu, Hawaii 96816-5802
(Effective March 2025)

Mission:

The Excelsior Lodge No. 1 ("The Lodge") merit based scholarship was established as a member benefit to provide financial assistance for the intended use towards educational expenses which includes but is not limited to tuition, computers, books or any other expenses related in pursuit of a higher education.

Who can Apply:

- A member in good standing of the third degree of The Lodge.
- A legal spouse of a member of the third degree who is in good standing of The Lodge.
- A child, grandchild or legally adopted child of a member in good standing of the third degree of The Lodge.
 - Please note "Hanai" or extended "Ohana family" members are not legal dependents and are therefore not eligible.

Qualifying Institutions and Requirements:

The applicant must be accepted to or currently enrolled in one of the following institutions for higher education:

1. College or University
2. Junior or Community College
3. Vocational or Trade School
4. Certificate Programs (Note: Max Scholarship is \$500)

Student Requirements:

- Minimum overall grade point average **2.50** or equivalent.
- The applicant must be enrolled as a full-time student as defined by one of the following:
 - Twelve (12) credit hours minimum per semester.
 - A minimum of two (2) semesters.
 - A minimum of three (3) quarters.

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- An equivalent term.
- Complete application submitted by due date (See checklist for further clarification).
- In-person discussion with the Scholarship Committee on **Saturday, June 14, 2025** at the lodge.
 - Time will be posted - please check with your Lodge Sponsor.

Lodge Sponsor Requirements:

- The Excelsior Lodge No. 1 member must be of the 3rd degree for a minimum of one (1) year prior to May 30th of the current year.
- Ensure all lodge member dues for the current year have been paid in full.
- Must have, at a minimum, attended a combination of twelve (12) Excelsior Lodge No. 1 meetings and/or official Odd Fellow Lodge sponsored community service projects starting in **June** of the prior year through **May 31st** of the current year.
 - Fill out Section 'Lodge Sponsor' in the scholarship application, sign and date it.
 - Provide proof of current year's membership by indicating your current year membership number and year.
- Obtain the secretary's signature **prior** to submission to the scholarship committee. Before the Lodge secretary will sign this application you must **request the Lodge secretary to confirm your listed meetings and/or community service qualifications**. If you need to reach the Lodge secretary please attend a Lodge meeting in person or submit an email to scholarships@ioofhawaii.org addressed to the Excelsior Lodge No 1 secretary.
- If the sponsor is not physically able to comply with this requirement the applicant will be required to submit three (3) letters of community service performed during the prior year starting in **June** of the prior year through **May 31st** of the current year. The letters of community service must be printed on the official letterhead of the organization, dated and signed by the person responsible.

Scholarship Award Criteria:

A point system will be used to determine the amount of scholarship awarded:

Criteria	Points Given	Note:
Application submitted on time.	1	If documents aren't signed, missing information or Lodge Sponsor verification not done then .5 to 0 points at the Scholarship Committees discretion.
Verified Lodge Member	1	With proper proof and lodge attendance.
In-Person Discussion - June 14th	1	On time then full points given, if late or not present then .5 to 0 points at the Scholarship Committees discretion.
Attendance of Lodge Sponsor	1	Attendance of Lodge Sponsor during the presentation on Saturday, June 14, 2025 at 11:00 am , if not present then .5 to 0 points at the Scholarship Committees discretion

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Criteria	Points Given	Note:
Answering the questions of Friendship, Love, and Truth (See attached) during the presentation	1	Scholarship Committees discretion of points given.
Total possible points	5	

The following are requirements for New Applicants:

	Requirements	Criteria:
H	1. Proof of Acceptance	An official letter or email from an educational or vocational institution.
H	2. Proof of Academic Ability	Recent High School Graduates or College Students; need transcripts either sent to the lodge (at the address above), or emailed from a transcript service. Note: Please send at the end of the semester, or an unofficial transcript is acceptable as long as it has current information. Please follow up with an official transcript when applicable. Scholarship checks will be dispersed no later than September 30, 2025 so there will be time to send in information.
H	3. Letters of Recommendation	Two (2) letters of recommendation are required. A third letter of recommendation is optional. Letter Specifications <ol style="list-style-type: none"> 1. Authors of the letter can be any of the following but must have thorough knowledge of the applicant and must not be a family relative: <ol style="list-style-type: none"> a. A High School Teacher or Counselor/Advisor b. A College or University Professor or Advisor c. A Responsible Leader Within the Community d. A Current Instructor or Coach 2. Must be typed and dated within the same scholarship application year as well as signed by the author. 3. Limited to one side of a single, letter-size sheet of paper (8.5 x 11 inches). 4. Should include the applicant's ability, work habits, leadership skills and participation in the community, work service, outstanding recognition, personality, and integrity.
H	4. Digital Self Portrait	Provide an electronic color self-portrait and submit via email to scholarships@ioofhawaii.org specifying "2025 IOOF Scholarship Application" in the email subject line.
H	5. In-Person Interview The presentation is scheduled for Saturday, June 14th (Time 11:00 am - lunch included) at the lodge (1134 First Avenue).	See 2025 Odd Fellows Scholarship Presentation: In person presentation or video presentation (for candidates who have lived off island consecutively for the last 6 months) to introduce applicants and what their background is, their field of study and explain a little of their interests.

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H	6. Vocational, Trade Schools, and Certification Program Applicants.	Official documentation which demonstrates acceptable completion of and continuation of educational path. Please include the length of time of the program required for completion and certification.
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Returning Applicant Requirements:

Subsequent scholarships are awarded to individuals who have previously received a scholarship from The Lodge and are continuing their educational path. However, if more than five (5) years has passed since the last scholarship award the applicant will be considered to be a new applicant and must submit all information required for a new applicant. In addition to a completed scholarship application the applicant must provide the following which can be submitted separately:

	Requirements	Criteria:
H	1. Proof of Continuing Enrollment	Graduate or Undergraduate Applicants: Applicant must provide evidence of registration or continuing enrollment for the upcoming school year.
H	2. Proof of Academic Ability	Graduate or Undergraduate Applicants: Transcripts received in a sealed envelope or via email from the school that bears the original signature of the proper school authority. Please note the transcripts must show all grades for the school year, <i>unofficial transcripts are acceptable at time of submission as long as it is followed up with official transcripts</i> - Please send final grades after completion of semester/term.
H	3. Digital Self Portrait	Provide an electronic color self-portrait and submit via email to scholarships@ioofhawaii.org specifying "2025 IOOF Scholarship Application" in the email subject line.
H	4. In-Person Interview The presentation is scheduled for Saturday, June 14th (Time 11:00 am - lunch included) at the lodge (1134 First Avenue).	See 2025 Odd Fellows Scholarship Presentation: In person presentation or video presentation (for candidates who have lived off island consecutively for the last 6 months) to introduce applicants and what their background is, their field of study and explain a little of their interests.
H	5. Vocational, Trade Schools, and Certification Program Applicants.	Official documentation which demonstrates acceptable completion of and continuation of educational path. Please include the length of time of the program required for completion and certification.
H	6. (Optional) Letters of Recommendation:	Letter Specifications: 1. Authors of the letter can be any of the following but must have thorough knowledge of the applicant and must not be a family relative: a. A college or university professor or advisor b. A responsible leader within the community c. A current instructor or coach 2. Must be typed and dated within the same scholarship application year as well as signed by the author. 3. Limited to one side of a single, letter-size sheet of paper (8.5 x 11 inches).

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		4. Should include the applicant's ability, work habits, leadership skills and participation in the community, work service, outstanding recognition, personality, and integrity.
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Additional Information:

- a. To avoid delays please ensure the year stated in the title of the scholarship application and the criteria & guidelines corresponds to the current scholarship year.
- b. Annual funds are available at the Lodge's discretion. Awardees will be notified by mail postmarked no later than **September 30th, 2025**. To avoid any additional delays please ensure the applicant's mailing address is current and clearly legible.
- c. The scholarship is in effect for a one (1) year period and is not annually renewable. Applicants must submit a new application every year to be considered.
- d. The scholarship check will be paid directly to the recipient no later than **September 30th** of the current application year.
- e. Applications should **NOT** be sent **via Certified or Express mail requiring a signature**.
- f. The following scholarship award maximums are as indicated:
 - Undergraduate College or University no more than **5** years
 - Junior or Community College no more than **3** years
 - Vocational, Trade School, or Certificate programs no more than **2** years
 - Graduate School no more than **3** years
 - Special consideration will be granted on a case by case basis but will require an additional letter explaining the circumstances.
- g. All applications along with the additional required information should be submitted no earlier than **May 1st** of the current application year and must either be postmarked or received by The Lodge **no later than May 31st** (excluding final grade transmittals) of the current year of application. Any applications received prior to the acceptance date or received after the deadline will not be considered.
- h. For additional questions in regards to either the application itself or the scholarship qualifications please send an email to scholarships@ioofhawaii.org specifying "2025 IOOF Scholarship Application" in the email subject line and someone from the committee will get back to you. Otherwise, please feel free to contact any of the current scholarship committee members. See the current Noble Grand or the Lodge Secretary if you need further contact information.
- i. The 2025 Scholarship Committee consists of the following individuals:
 - David Murai
 - Craig Lee
 - Richard Bartlett
 - Jana Paz – Chairperson

THIS DIRECTIVE SUPERSEDES ALL PRIOR EXCELSIOR LODGE NO. 1 SCHOLARSHIP CRITERIA AND GUIDELINES, COPIES OF WHICH SHOULD BE DESTROYED.

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IMPORTANT NOTICES

The scholarship application for the current year will be posted on the IOOF website no later than May 15th of the current year.

The scholarship committee annually reviews the Scholarship Criteria & Guidelines, which includes the scholarship qualifications, so please check the IOOF website at www.ioofhawaii.org for future updates or ask any scholarship committee member for more information.
