

**Okinawa Kai of Washington, D.C.**  
7689 Middle Valley Drive  
Springfield, VA 22153

### **INSTRUCTIONS TO APPLICANT**

Application form, available at [www.okinawakai.org](http://www.okinawakai.org), and support materials must be mailed to:

Okinawa Kai of Washington, D.C.  
c/o Educational Fund Selection Committee  
7689 Middle Valley Drive  
Springfield, VA 22153

**Deadlines** for applications **April 30** and **September 30**

**Eligible Applicants:** The applicant must be a member of the Okinawa Kai of Washington, D.C. for at least two years at the time of application and a current member at the time of award.

**Amount of Support:** Applicants, if selected, will receive a minimum of \$500 and may be awarded up to, but not exceeding \$1,500. Funds may be used for tuition, books, transportation, equipment, living expenses, and/or other related fees, but may not be used for reimbursement of past educational expenses.

**Purpose of the Educational Fund (Academic):** Provides monetary support to members in financial need pursuing a degree, diploma, or certification from a recognized institution.

**General Requirements (Support Materials):**

- a. Members must submit an application and one page essay relevant to planned education/training. Essays may be written in English or Japanese.
- b. Members must show proof of acceptance into the educational/training activity or evidence of satisfactory progress in the courses) of instruction if already enrolled as a student (e.g.; copy of transcripts or recommendation of instructor).
- c. Members must submit a recommendation letter from a non-relative.

**Selection Procedures:** The Okinawa Kai Selection Committee will meet twice to review applications and to approve awards, in May and November, *Application deadlines are April 30 and September 30*, respectively. The total amount of educational funds awarded may not exceed the financial limits established by the Okinawa Kai of Washington, D.C. Executive Board. Future application and award procedures are subject to change. Notification of any such changes will be provided to the membership via the Deigo Shinpo newsletter and/or other means.

The following criterion will be used for selection:

Relevance of education/training to the individual career goals of the applicant.

Questions can be mailed to: [EdApplication@okinawakai.org](mailto:EdApplication@okinawakai.org).

***This program is a wonderful opportunity—we hope that you will take advantage of it!***