



## *Sergeants Major Association*

### *Sergeants Major Strickland / Ivory and Command Sergeant Major Wilson Scholarship Awards*

#### (Background Information)

Each year the Fort Gordon Sergeants Major Association award three \$500.00 scholarships to three high school graduating seniors. Two of the scholarships are called the Sergeants Major Strickland / Ivory Scholarship Award, and the third one is called the Command Sergeant Major Wilson Scholarship Award. They are named in memory of the late Sergeant Major Larry Strickland and Sergeant Major Lacey Ivory who were killed during the terrorist attack on the Pentagon on September 11<sup>th</sup> 2001, and Command Sergeant Major Jerry Wilson, a native of Thomson, Georgia, who was killed in an ambush in Mosul, Iraq in November 2003.

These are awards in which we are extremely committed to, and we take great pride in assisting young students in the pursuit of furthering their education. We feel that the late Command Sergeant Major Wilson, Sergeant Major Strickland, and Sergeant Major Ivory would be very pleased in the way we are honoring their names for their sacrifices and service to the nation.

The scholarships will be awarded based upon the best-prepared essay. Pages 2 thru 5 consist of the guidelines and instructions to be followed by the applicants for preparing their essays. The checks will be mailed to the admission or financial aid offices of the college or university where the three students have been accepted and are enrolled.

#### ENCLS:

Essay Instruction Sheets, Sample Cover Sheet, Sample Reference Page  
One Self Addressed / Postage Paid Envelope  
One 3 by 5 inch Index Card

## INSTRUCTIONS FOR WRITING YOUR ESSAY

**1. Topic:** The topic of the essay will be of your own choosing. The essay competition is based on the **honor** system; no “**plagiarism**” allowed. You have to do your own work.

**2. Length:** The length of the essay will be no less than 3 pages and no more than 5 pages, with the cover sheet counting as one of the pages. Do not count the reference page as one of the five pages.

**3. Cover Sheet:** You are required to prepare a cover sheet for your essay; page 4 gives an example of the cover sheet.

**4. Print Style and Font:** You should use block lettering such as Times New Roman or Arial with a 12 Pitch Font.

**5. Format:** Essay should be prepared in **paragraph** format with **double** space between each line of text and **triple** space between each paragraph. Each paragraph will contain no less than three lines and no more than **twenty-five** lines of printed text. The beginning of each paragraph can be **indented** or **flush left**; whichever format you choose, it must be **consistent** throughout the essay.

**6. Introduction:** Your essay must open with a **topic sentence** that briefly identifies the main point or points of your paper and smoothly transitions into the body of the text.

**7. Main Body:** The main body of your text should expand on the points you identified in your introduction. It should be arranged in an orderly fashion so that the reader can clearly understand what you are attempting to convey, and he or she can follow the essay from the opening statement to the conclusion.

**8. Conclusion:** The words “**In conclusion**” does not have to be present; however, if you choose not to use it, you must ensure that you **transition** from the main body to the conclusion of your essay in a way that alerts the reader that he or she is about to reach the end. You want to avoid **abrupt** endings.

**9. References:** You will not have to include footnotes or endnotes; however, you will have to provide a **reference page**. Page 5 gives an example of a reference page.

**10. Edit:** Ensure that you edit your paper for misspelled words, subject / verb agreement, and proper punctuation. Also, pronouns must agree in gender (i.e., masculine, feminine, or neuter). Use **who** for humans, and use **that** or **which** for animals and objects. Use neuter pronouns to refer to animals unless you know its name and gender. For example:

- The dog was tested unrestrained in an open area, which was **its** usual context for training and testing. (**Gender and name unknown**).
- Sheba was tested unrestrained in an open area, which was her usual context for training and testing. (**Gender and name known**).

**11. Scoring:** Scoring will be based on the 100 points system. The essay will be evaluated for its subject matter, content, style, format, and presentation. Points will be deducted for the followings reasons:

- Misspelled words = 1 point deduction
- Improper punctuation = 0.5 point deduction
- Improper use of pronouns = 0.5 point deduction
- Incorrect subject/verb agreement = 1 point deduction
- Failure to follow essay format instructions = 1 point deduction

**12. Self-Bio:** On a separate sheet of paper, you need to provide your mailing address and phone number, a brief self-bio, some of your previous achievements and/or accomplishments in the community or at school, and some of your goals and aspirations.

**13. Submission Date:** Essays must be placed in the mail no later than **May 31, 2009** in order to compete for the scholarship award. The winners will be announced and presented certificates during the month June or July at the Fort Gordon awards ceremony or the Fort Gordon scholarship awards banquet. A member of the Sergeants Major Association will contact the winners and inform them of the exact date, time, and location of the ceremony or banquet.

**13. Mailing Address:** Mail your essay to:

**Sergeants Major Association**  
**P.O. Box 7914**  
Fort Gordon, Georgia 30905

**Note:** If you are downloading the essay packet from the Web, you will have to provide your own mailing packet and stamps. Also, print the name, mailing address, and phone number of the college or university you have been accepted to attend on a 3 by 5 inch index card and place it inside of the packet with your essay and bio. Do not return the essay instruction packet.

If you have any questions pertaining to this information, please contact Command Sergeant Major (R) Al Steele at 793-7762 or email [csmalsteele@comcast.net](mailto:csmalsteele@comcast.net), or contact the Garrison Command Sergeant Major – CSM Arthur Washington at 791-2519, or cell – 951-5069.

**Good Luck!**

**EXAMPLE OF AN ESSAY COVER SHEET**

**SERGEANTS MAJOR ASSOCIATION ESSAY COMPETITION**

**TITLE OF YOUR ESSAY**

**Applicant's Name  
Month, Day, and Year**

## EXAMPLE OF A REFERENCE PAGE

### References:

Example of information gathered from a textbook:

Meyers, Robert J. (2004). *Business Communication for Managers: An Advance Approach* (5<sup>th</sup> ed.). Mason, Ohio: South-Western.

Example of information gathered from a periodical or journal:

Sommers, David W. (2000). *I'm Not A Hero; I was Just Doing My Job*. *NCOA Journal*, 5(2), 22.

Example of information retrieved from the Internet:

Prepaid-Paid Legal Services, Inc., Independent Associates. *Employee Benefits*. Retrieved July 3, 2004, from <http://wserverO.prepaidlegal.com/jsp/corpgrp/grpregsel.jsp>