



WASHINGTON ASSOCIATION OF EDUCATIONAL OFFICE PROFESSIONALS PAST PRESIDENTS

WAEOP Past Presidents Student Scholarship

This scholarship is designed to assist students wishing to pursue a higher education at either a 2 or 4-year college. Approximately ten scholarships of \$1500 will be awarded.

Requirements Information

To qualify, an applicant must be a citizen of the United States and resident of State of Washington and planning to enter or continue education at an institution of higher learning (credited course work). Scholarship awards must be claimed within a one-year period of time following award date (effective March 31st of current year received).

The candidate must submit the application and supporting documents to the WAEOP Past Presidents Scholarship Chairman postmarked by February 1st of the current year.

Candidate Eligibility Criteria

1. Candidate may be a graduating high school student who has made application to continue their education **OR** the candidate may currently be pursuing such a course of study.
2. The candidate shall be enrolled or expect to be enrolled as a full-time student in an institution of higher learning (two- or four-year college, university, business college/school, or vocational/technical institute).
3. The candidate shall be responsible for the completion and return of all required support materials. (See Application Section.)

Application

An application will be considered complete when the following items have been received by the WAEOP Past Presidents Scholarship Chairman and initialed by the applicant on the attached Application Checklist. Failure to submit all requested information and support materials, and follow all guidelines will result in disqualification. No exceptions will be made.

1. Application for the scholarship on the appropriate forms provided by WAEOP Past Presidents. (Form 1)
2. Biographical information form completed. ALL items must be completed or will result in disqualification. (Form 2)

3. **Official** high school transcript. Failure to submit an **official** document will result in disqualification.
4. **Official** post-secondary transcript(s) for all course work completed as of the last grading period. Failure to submit an **official** document will result in disqualification.
5. One-page essay on “Why I am Applying for the WAEOP Past Presidents Scholarship.” (Form 3)
6. Three letters of recommendation from non-family members. Letters may be from school officials, teachers, former or present employers, or others who should describe the student’s activities and leadership record, character, personality, initiative, background, and/or other factors supporting his/her candidacy. Letterhead stationery is appropriate. *All* material shall be keyboard generated.
7. Signature from the applicant on the appropriate application forms and date.

Note: Only application forms provided by WAEOP Past Presidents and marked WAEOP Past Presidents Student Scholarship may be used. Local application forms will not be considered. Application forms and support materials become the property of WAEOP Past Presidents and will not be returned to the candidate. Neatness and accuracy will be considered. Regular paper (8 1/2 x 11) is required for all additional attachments.

Selection Criteria/Procedure

1. Award is based on academic standing, financial need, and initiative.
2. Criteria for selection:

. Official Scholastic Record/ Official Transcripts	40%
. Application/Activities/School/Extra Curricular (Form 1)	10%
. Biographical Information (Form 2)	30%
. One-Page Essay (Form 3)	10%
. Recommendations (Attached Letters)	10%
3. An impartial panel of judges will determine awards.

Awards/Disbursement

1. WAEOP Past Presidents ***will*** provide a direct disbursement in the amount of the award won by each recipient upon receipt of the registrar's official notification of enrollment of the awardee in an institution of higher education.
2. The approved monies will be valid only for the academic year following the awarding of the scholarship.
3. If conditions of the scholarship are not met, it is understood that WAEOP Past Presidents reserves the right to withdraw the scholarship award.

Student Information

1. Submit the application to the WAEOP Past Presidents Scholarship Chairman postmarked no later than **February 1st** of the current school year.
2. The award will be presented at the Spring WAEOP Past Presidents Meeting in April, location to be determined.

Submitting Applications

Send Applications and supporting documents to ***WAEOP Past Presidents Scholarship Chairman***:

Rhonda Quinton, CEOE
WAEOP PP Scholarship Chairman
PO Box 829
Connell WA 99326

For any questions you may have, please contact Rhonda at rquinton@nfsd.org

WAEOP Past Presidents Student Scholarship

Application Checklist

This sheet should serve as the cover to your application packet. Please make certain that all materials are included and in order found on this sheet. The application for the scholarship must be on the appropriate forms provided by WAEOP Past Presidents, failure to do so will result in disqualification. The checklist must be returned completed with the application.

Applicant's Initials

1. WAEOP Past Presidents Student Scholarship Application (Form 1) _____
2. WAEOP Past Presidents Student Scholarship Biographical Information (Form 2) _____
3. ***Official*** High School or College Transcript _____
4. WAEOP Past Presidents One-Page Student Scholarship Essay (Form 3) _____
5. Three Letters of Recommendation _____
6. Signature from applicant on the appropriate forms _____

Printed Name of Applicant _____

Signature of Applicant _____

Date _____

FORM 1

WAEOP Past Presidents Student Scholarship Application

Name of Applicant _____
First Middle Last

Mailing Address _____

Telephone _____ Email _____

Name and Address of High School or College currently attending:
(Attach an **Official** high school transcript, GED, or college transcript from the last grading period.)

Name of Educational Institution	Address	Accepted?
_____	_____	_____ Yes _____ No
_____	_____	_____ Yes _____ No

List school extracurricular activities including athletics, music, etc. and offices held.
(If more space is needed, attach another sheet.)

Academic Awards or Honors:

List your community activities (non-school) including offices held:

Have you worked part-time during your school career? If so, please list.

Where Employed	Primary Responsibility	Dates
_____	_____	_____
_____	_____	_____

FORM 2

WAEOP Past Presidents Student Scholarship Application

Biographical Information

Applicant's Name _____

Parent's Name _____

Parent's Address _____

Father's Occupation _____ Mother's Occupation _____

Number of Dependents (not including you and their ages) _____

Any presently attending college? _____ Yes _____ No How many? _____

What is your career objective? _____

Will your parent(s) assist you financially in continuing your education? _____ Yes _____ No

How do you plan to finance your education? _____

List any other family/financial circumstances which should be considered: _____

I certify that the above is true and correct.

Signature of Applicant _____ Date _____

FORM 3

WAEOP Past Presidents Student Scholarship Application

One-Page Essay

(Please Keyboard Generate)

“WHY I AM APPLYING FOR THE WAEOP PAST PRESIDENTS SCHOLARSHIP”

Signature of Applicant _____ Date _____