

MARJORIE GRAHAM STUDENT SCHOLARSHIP INFORMATION

Each school sponsoring an applicant must have an active member in CAAEOP for no less than one year prior to the application date.

If your school district is receiving this application you have an active member.

Applications should be typed not handwritten.

1. The Marjorie Graham Student Scholarships were established to assist two high school seniors who are continuing their education in the business field (i.e. accounting, business management, computer technology). In addition, one additional scholarship has been established specifically for a vocational senior (first priority will be given to business related vocational students, but all other vocational students may apply) who intends to continue their education in a career related to their vocational education.
2. Applicants must be a senior in high school and have applied for, or been accepted to, an accredited business school, two-year college, or four-year college with the intention of preparing for a career in business or a career related to their vocational education.
3. Scholarships will be awarded by the Scholarship Committee, consisting of the committee chair and members at large.
4. Three scholarships will be awarded at a maximum value of \$500.00 each.
5. Scholarship applicants will be evaluated by the committee on the following criteria:
 - Up to 30 points: Submission of Official Transcript (Applicants will not be evaluated on grades, but effort)
 - Up to 25 points: Applicant's essay
 - Up to 10 points: Recommendations by counselor(s) and/or teacher(s)
 - Up to 15 points: Community/extra-curricular involvement
 - Up to 20 points: Financial need and other qualifying considerations
6. Upon notice that the recipient has enrolled and is attending a specific educational institution (must be an accredited business school, two-year or four-year college), money will be forwarded to the student, after completion of the first semester (please provide first semester transcripts).
7. **Completed typed applications must be submitted to:**
 - Carrie Gullestad, CAAEOP Vice President
 - c/o ONC BOCES
 - 1914 County Highway 35
 - Milford, NY 13807

*We will only be accepting applications **via postal mail**. Please remind your students that in order for their application to be considered it must be complete.

Applications must be received and/or postmarked no later than April 1, 2022.

****In the event the scholarship committee determines that no applicant meets the specified qualifications, no scholarship will be awarded.**

Catskill Area Association of Educational Office Professionals

SCHOLARSHIP APPLICATION
(Please type information on application)

Applicant's Name: _____

Street Address: _____

City/State/Zip: _____

Telephone: _____

Email: _____

Date of Birth: _____

Name and address of high school you are currently attending; and if a vocational student, please indicate vocational program currently enrolled in and address location:

Anticipated date of graduation: _____

Career Plan after high school: _____

Requirements:

In addition to this sheet, the following must be submitted as part of your application:

- Official transcript of grades
- Biographical information sheet
- Minimum of three (3) counselor and/or teacher recommendations
- Essay (specifics listed towards the end of the application)

Extra-Curricular activities: (including athletics, music, clubs, etc. and if any office held)

Academic Awards or Honors:

Applicant's Name: _____

List any community activities (non-school related) and any offices held:

Employment:

<u>Dates</u>	<u>Employer</u>	<u>Primary Responsibilities</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Essay: "Why I Have Chosen a Career in Business or a Career Related to My Vocational Education"

This essay should be on a separate sheet of paper, typed, 500 words or less, and should at a minimum specify your career interest, how you became interested in this career, any course or individual that may have influenced your decision, your career goals after you earn your degree, and anything else that you feel is relative to being chosen for this scholarship.

Applicant's Signature

Date

BIOGRAPHICAL INFORMATION

Applicant's Name: _____

Chosen major: _____

Anticipated career choice: _____

Colleges/Schools to which you have applied
accepted?

Have you been

Yes No

Yes No

Yes No

If yes, list school you plan to attend, if decided and date of acceptance:

College/School: _____

Date of Acceptance: _____

Total anticipated cost of tuition, books, room and board: \$_____

How much financial assistance (after financial aid, scholarships, etc.) do you feel you
will need to continue your education after graduating from high school?

\$_____

Parent Information:

Mother's Name: _____

Address: _____

Email: _____

Occupation: _____

Father's Name: _____

Address: _____

Email: _____

Occupation: _____

Applicant's Signature

Date