



February 1, 2023

Dear Scholarship Contact:

Alliance Association of Office Professionals is contacting you to promote a scholarship opportunity to your students. For the past several years, we have been able to provide up to six, \$1000.00 scholarships to students in the greater Alliance area. We are proud to support area students, whether they seek university/college degrees, licenses, or other certifications after finishing their high school career.

Scholarships are awarded to applicants based on the following criteria:

- Ability to follow directions for application and submission process
- Applicant resides in the greater Alliance area and attend(ed) Marlington, Alliance, Sebring, West Branch High Schools
- Applicant is pursuing a program related to business. Including General Business, Marketing, Finance, Accounting, Office Administration (not healthcare), Management (not sports management), Economics, Sales and Entrepreneurship
- Applicant will attend a program/school located in the State of Ohio
- Completion of 300-500 word essay describing educational and career goals, as well as financial need and interest in our scholarship
- Grade transcripts and attendance records
 - If currently a high school senior: grades 9-12
 - If currently a college student: grades 11, 12 (high school) and all grades from college
- Quality letter of reference from a teacher or current employer answering the question: What makes this student/employee deserving of an AAOP \$1000 scholarship?

To be considered for the scholarship all applications, letters and essays are to be emailed to fsheaffe@kent.edu no later than Friday, April 7, 2023. Please use the following format: ***School name, student last name, first name, AAOP scholarship 2023.*** Interviews and selection of scholarship winners will take place the week of April 24 – April 28, 2023. Winners of the scholarship along with parents and guardians are invited to a recognition event in May 2023.

Thank you for your support of this scholarship opportunity. If you have any questions about this information, please call or email Faith Sheaffer-Polen: 330-495-9354; fsheaffe@kent.edu.

Warm Regards,

The AAOP Scholarship Committee
Faith Sheaffer-Polen, Chair