



APPLICATION FOR SCHOLARSHIP

*South Carolina Association
Of Extension
Administrative Professionals*

SCHOLARSHIP GUIDELINES

- This scholarship is offered to anyone* pursuing their initial associate or baccalaureate degree in the administrative office technology, accounting, business management, or business administration field.
- Applicant must have at least a “B” grade point average or better.
- All applicants will be considered regardless of race, sex, religion, age, or handicap.
- Applicant must be a resident of South Carolina.
- The applicant’s privacy will be protected.

**Anyone means members of SCAEAP, their children, or any other individuals pursuing a career in Administrative Office Technology, Accounting, Business Management or Business Administration.*

I. DATA REGARDING APPLICANT

Name of Applicant _____
Last First Middle

Residence _____
Street/PO Box City/State Zip

E-Mail Address _____

Father’s /Guardian Name _____ Occupation _____

Mother’s/Guardian Name _____ Occupation _____

Parents Address

(If different from Applicant)

School Currently Attending _____

College/University Applicant Desires to Attend _____

Degree Applicant Desires to Pursue: *(Please mark one of the following)*

Administrative Office Technology Accounting Business Management Business Administration

II. ATTACHMENTS

- Certified record of high school or college grades. Must have seal or meet the school providing the transcript guidelines for being labeled an official transcript.**
- Two Letters of recommendation. One from a high school teacher or college department head. One from other personal source that is not a relative (examples include: employer, guidance counselor, coach, etc.).**
- List of extracurricular activities participated in during high school or college. Please include memberships in student societies, awards received, employment opportunities, etc.**
- One-page essay stating applicant’s need for scholarship and career goals. Must be typed in Times New Roman, 12-point font with double spacing and all margins set to 1 inch.**

The above application is true and correct, and I intend to pursue a career in administrative office technology, accounting, business management, or business administration

Signature of Applicant

Dated Submitted

III. DEADLINE:

Scholarship application and requested attachments must be postmarked no later than **Friday, March 2, 2018**. Applications must be mailed by the applicant to the scholarship chair. Application and attachments submitted to county extension offices or emailed will not be considered.

Send application and attachments to:

**Jina Scott-Phillips
SCAEAP Scholarship Chair
Clemson Edisto REC
64 Research Rd
Blackville, SC 29817**