

Legal Assistants/Paralegals of Southern West Virginia
(LAPSWV) www.lapswv.org
Post Office Box 11488 Charleston, West Virginia 25339

2017 SCHOLARSHIP APPLICATION

AWARD RULES AND REGULATIONS

ELIGIBILITY: Any LAPSWV member in good standing who is enrolled in a formal course of study leading to a career as a legal assistant/paralegal. The successful applicant must provide an official transcript evidencing attainment of at least a B average in the legal assistant/paralegal program class (es) for the immediately preceding semester. In the case of new enrollees to the legal assistant/paralegal program, the successful applicant must provide an official transcript evidencing attainment of at least a B average in other college-credit classes qualifying the applicant for entrance into the legal assistant/paralegal program.

AWARD: One Scholarship will be awarded annually in an amount up to \$500 so long as the successful applicant has maintained at least a B average in all legal assistant/paralegal program classes. Scholarship awards are to assist with the cost of tuition and books ONLY. Scholarship awards will be made payable to the award recipient and the school in which they attend. The scholarship winner will be notified by email or telephone on or before June 7, 2017. The award will be presented at LAPSWV's Thirteenth Annual Seminar and Meeting to be held on June 9, 2017, in Charleston, West Virginia.

Applications must be received by the LAPSWV Scholarship Committee, with a post mark on or before May 31, 2017.

THE FOLLOWING MUST ACCOMPANY THE SCHOLARSHIP APPLICATION:

1. An official transcript evidencing your attainment of a least a B average.
2. A letter of recommendation from the director or a faculty member of the Legal Assistant/Paralegal Program.
3. A letter of recommendation from someone other than a member of the applicant's family, (i.e. employer, teacher, friend, etc.)

APPLICATION

Name: _____

E-Mail Address: _____ Telephone: _____

Address: _____
(Street) (City, State) (Zip)

Education: In chronological order, list the names and addresses of all schools you have attended, including high school. Mention any degrees/certificates earned and honors/scholarships received, if applicable. (Attach information if appropriate)

Employment: Beginning with the most recent, list the names, addresses and phone numbers of employers, name of supervisors, beginning and ending dates of employment and whether such employment was full or part-time. Attached a copy of your resume, if available.

College/University Currently Attending:

Credits/Classes of Legal Assistant/Paralegal Program Completed:

Expected Date of Graduation: _____

Current GPA: _____

Are you a member of any legal assistant/paralegal organization: ___ YES ___ NO If yes, please describe your level of involvement:

Please list any grants and/or scholarships you have received or applied for within the last year:

Extracurricular Activities:

Community Service/Social Organizations:

Please prepare a brief narrative indicating your career objectives. Address your career plans and include a statement of what you have accomplished or undertaken to prepare for your desired employment. Discuss what you have done or are doing to make yourself a competitive candidate for a legal assistant/paralegal position. (Attach separate page if necessary)

Additional Relevant Information:

THIS SCHOLARSHIP APPLICATION AND ALL ASSOCIATED MATERIALS MUST BE RECEIVED BY LAPSWV OR POST MARKED ON OR BEFORE MAY 31, 2017, AND SHOULD BE MAILED VIA U.S. MAIL, POSTAGE PREPAID TO:

LAPSWV
Scholarship Committee
Post Office Box 11488
Charleston, West Virginia 25339

Incomplete applications will not be considered. Please direct any inquires to Rhonda Swartz at firstvicepresident@lapswv.org.