DELAWARE ASSOCIATION OF
EDUCATIONAL OFFICE PROFESSIONALS (DAEOP)

Student Scholarship Application

1. The scholarship applicant must be a citizen of the United States.

2. The scholarship applicant must be a graduating senior of a Delaware public or private high school who is entering an accredited college for at least two years in a secretarial or related office/business occupational field. (i.e. accounting, business technology, etc.)

3. Applicants will be judged on the following:
   a. The completed COMPUTER-GENERATED/TYPED WRITTEN application form (No handwritten applications accepted but MUST include live signature.)
   b. A letter from the high school administrator or counselor stating the student’s activities, leadership, character, personality, initiative, helpful background information and financial need, if any.
   c. An official high school transcript showing the candidate’s high school grades and approximate rank in the graduating class.
   d. A biographical sketch of approximately 200 words from the candidate stating career goals.

4. The scholarship recipient will be selected by a committee consisting of association members. One alternate will also be selected in case a winner withdraws.

5. The Delaware Association of Educational Office Professionals will notify the recipient and their high school of the scholarship award in the early spring.

6. A check for the amount of the scholarship will be forwarded to the student upon successful completion of the first semester and proof of payment. (One scholarship will be awarded in each county in the amount of $1,000.00.) (Successful completion will mean at least having a GPA of 2.5 and taking at least one business class per semester.)

APPLICATION DEADLINE IS MARCH 15, 2016 Completed applications are to be mailed to:

Teresa Craft, DAEOP President-Elect
390 N. Market Street
Seaford DE 19973

10/01/10
Delaware Association of Educational Office Professionals
Scholarship
Year 2016

The Delaware Association of Educational Office Professionals offers scholarships to students who wish to continue their education and pursue a career in a secretarial or related office/business occupational field. The scholarship will be awarded on the basis of educational performance and initiative.

1. Full Name__________________________________________________________
   First                                           Middle                                           Last

2. Home Address______________________________________________________________________________

3. Home Telephone Number ____________________________

4. Name and Address of the high school you now attend:
   _________________________________________________________________________________________

5. High School Graduation Date: ____________________________________________________________

6. List in order of preference three (3) accredited colleges or universities you have formally applied to for admission:
   Name of Institution  Address  Accepted
   (a)__________________________________________________________________________Yes   No
   (b)__________________________________________________________________________Yes   No
   (c)__________________________________________________________________________Yes   No

7. Planned Course of Study____________________________________________________________________

8. List school extra-curricular activities including athletics, music, etc., and offices held.
   (If more space is needed, please attach another sheet.)
   _______________________________________________________________________________________
   _______________________________________________________________________________________
   _______________________________________________________________________________________

9. Academic Awards or Honors
   _______________________________________________________________________________________
   _______________________________________________________________________________________
10. List your community activities (non-school) including all offices held:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

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

<table>
<thead>
<tr>
<th>Location of Employment</th>
<th>Primary Responsibilities</th>
<th>Dates of Employment</th>
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12. Are you a U.S. Citizen?  ____Yes  ____No
**BIOGRAPHICAL INFORMATION**

1. Applicant’s Name:______________________________

2. Father’s Name:________________________________
   Father’s Address:________________________________
   Father’s Occupation:______________________________
   Name and Address of Father’s Employer:______________________________

3. Mother’s Name:______________________________
   Mother’s Address:________________________________
   Mother’s Occupation:______________________________
   Name and Address of Mother’s Employer:______________________________

4. Step-parent or Guardian’s Name:______________________________
   Home Address:________________________________
   Occupation:________________________________
   Name and Address of Employer:______________________________

5. Number of dependent brothers/sisters and their ages:______________________________

6. Will your parents assist you financially in continuing your education?______________________________

7. Will you have other assistance (social security benefits, etc.; specify)______________________________

8. Have you applied for or received any other scholarships? If so, list.
<table>
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<tr>
<th>Source</th>
<th>Scholarship Amount</th>
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9. How much additional assistance do you feel you will need to continue your education after graduating from high school?______________________________

10. What is your chosen major?______________________________

10/01/10
11. What are your career plans?________________________________________________________________________

12. I, the applicant, certify that the above is true and correct.

_________________  _____________________
Live Signature of Applicant                  Date