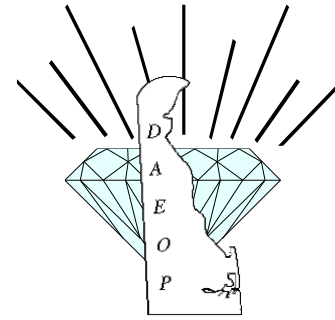


**DELAWARE ASSOCIATION OF
EDUCATIONAL OFFICE PROFESSIONALS (DAEOP)**



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/TYPE 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**

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.

Location of Employment	Primary Responsibilities	Dates of Employment
------------------------	--------------------------	---------------------

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.

<u>Source</u>	<u>Scholarship Amount</u>
_____	_____
_____	_____
_____	_____
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? _____

11. What are your career plans? _____

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

Live Signature of Applicant

Date