



Paralegal Association of Florida, Inc., Palm Beach County Chapter  
"INSPIRING PROFESSIONAL GROWTH...ONE PARALEGAL  
AT A TIME"™

**2016 STUDENT SCHOLARSHIP GUIDELINES**

The Paralegal Association of Florida, Inc., Palm Beach County Chapter ("PBCC") will award three Student Scholarships each year to qualified applicants who are pursuing a paralegal career and are currently enrolled in a legal assistant/paralegal program from an accredited school of advanced education.

The scholarship awards as set forth below will be paid directly to the recipient.

<b>Karen Starr Marx Award</b>	<b>\$750.00</b>
<b>Scholarship Award</b>	<b>\$500.00</b>
<b>Scholarship Award</b>	<b>\$500.00</b>

There are no restrictions on the number of students from the same school who may apply.

Applicant  
Initials

- \_\_\_\_\_ 1. Applicant must submit an application by USPS mail with all necessary enclosures and this guidelines form properly initialed to the Palm Beach County Chapter Scholarship Committee ("Scholarship Committee") to be received no later than October 14, 2016 at the address shown on the application. *No application deadline extensions will be granted.*
- \_\_\_\_\_ 2. Applicant must be enrolled in a legal assistant or paralegal program in an accredited school of advanced education. The school must be located in Palm Beach County OR applicant must be a resident of Palm Beach County.
- \_\_\_\_\_ 3. Applicant must submit one letter of recommendation from an official of the school in which applicant is currently enrolled and at least one letter of recommendation from a present or former employer. Applicant may also submit additional letters of recommendation as may be appropriate, excluding relatives.
- \_\_\_\_\_ 4. Applicant must provide the name, address and telephone number of two (2) references required in the application. Both references must be different from the individuals providing the letters of recommendation.
- \_\_\_\_\_ 5. Applicant must maintain a minimum of a 3.2 cumulative grade point average at the time of applying. A certified copy of the applicant's transcript must accompany the application. If this is not available, the Scholarship Committee will accept a notarized letter from the Director of the program attesting to the fact that the applicant is enrolled in the program, and setting forth the grades and cumulative grade point average of the applicant as of the date of attestation.
- \_\_\_\_\_ 6. All illegible applications, applications received after the deadline, or applications lacking the required information or attachments and this initialed guidelines form will be disqualified.
- \_\_\_\_\_ 7. After reviewing all applications, the Scholarship Committee will present the recommended applications to the Executive Board at the monthly Board meeting following the application deadline and will be considered in order based on need and the commitment to the paralegal profession expressed in the essay, grade point average, community service involvement, and recommendation letters and references. The decision of the Executive Board will be final. The winner will be notified as soon as possible after the Board meeting.
- \_\_\_\_\_ 8. Previous applicants are eligible if they have not been awarded a scholarship by the PBCC within the last two (2) years.

"The Standard for the Paralegal Profession"



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**2016 STUDENT SCHOLARSHIP APPLICATION**  
**DEADLINE: OCTOBER 14, 2016**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Employment History:** Please attach a list in chronological order and provide names, addresses, telephone numbers, names of supervisors, dates of employment and state whether full or part-time.

**Professional Goals and Need:** Please submit a separate statement (of at least 300 words) setting out your professional goals and need for scholarship assistance.

**Education/Coursework:** List institutions, together with addresses, and diplomas, degrees and/or certificate programs currently enrolled in or completed (attach a separate sheet as needed).

\_\_\_\_\_  
\_\_\_\_\_

**Community Service Involvement:** (attach a separate sheet as needed).

\_\_\_\_\_  
\_\_\_\_\_

**References:** Please provide name, address and telephone number for two (2) references (professional or personal).

1) \_\_\_\_\_

2) \_\_\_\_\_

**Terms of Scholarship:** I acknowledge receipt of the rules governing scholarship applications. I understand that if chosen as a recipient, my name will be announced and published. I also understand that if I am awarded the Student Scholarship, the award will be paid directly to me.

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Applicant's Signature**

**Return completed application with required information and initialed guidelines form to: Paralegal Association of Florida, Inc., Palm Beach County Chapter Scholarship Committee, Post Office Box 1187, West Palm Beach, Florida 33402-1187.**

**Please direct any questions to: [paf.pbcc.scholarship@gmail.com](mailto:paf.pbcc.scholarship@gmail.com).**

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