

Southeast Texas Association of Paralegals



SCHOLARSHIP APPLICATION

NAME: _____

HOME ADDRESS: _____

PHONE: _____ EMAIL: _____

EMPLOYER: _____

BUSINESS ADDRESS: _____

PHONE: _____

MEMBERSHIP INFORMATION

This scholarship is available to SETAP Members only. Please circle your membership type:

STUDENT

ACTIVE

ASSOCIATE

SCHOLARSHIP REQUEST

If applying for a **degree/certificate program** scholarship, then please complete **Section A**.

If applying for a **professional certification** scholarship, then please complete **Section B**.

SECTION A:

Circle the degree program in which you are participating:

Associate Degree

Bachelor Degree

Paralegal Certificate

School Name: _____

School Address: _____

Phone: _____

Program Director: _____

Date Program Begins: _____ Date Program Ends: _____

Anticipated Graduation Date: _____

SECTION B:

I. Circle the certification exam and type of assistance for which you are applying:

Certification Program: CLA/CP ACP TBLS

Type of Assistance: Review Course Sitting Fee

II. Complete the appropriate section below:

Review Course Location: _____

Review Course Date: _____ Cost: _____

Contact Person: _____ Phone: _____

Certification Exam Location: _____

Certification Exam Date: _____ Cost: _____

Contact Person: _____ Phone: _____

REFERENCES

Please attach two professional references and one personal reference.

ESSAY TOPIC

Select one of the following essay topics and submit a two-page typewritten essay with this application.

1. Why I chose to be a paralegal.
2. Why professional certification is important to the legal profession.
3. Continuing Legal Education as a means of professional development.
4. Paralegal contributions to the legal team.
5. What is a paralegal?

Essays will be judged not only upon the topic content, but also spelling, grammar, punctuation, sentence structure and originality.

I authorize the Scholarship Committee to contact my employer or school for additional information for the Scholarship Application. I have read and understand the attached Scholarship Criteria. I understand that all applications will be reviewed by the Scholarship Committee to select the recipient of the Scholarship. I certify that the above information is true and correct and that according to the attached Scholarship Criteria, I submitted the appropriate supporting documents and completed the requirement to respond in writing to one essay topic.

Signature: _____ Date: _____

**Mail completed application, supporting documents and essay to:
SETAP Scholarship Fund, P.O. Box 813, Beaumont, Texas 77704.**

SCHOLARSHIP CRITERIA

SETAP's Scholarship Fund is designed to provide SETAP members with financial assistance while they pursue a college education, certificate program, and/or professional certification. This is one way in which SETAP is promoting the professional advancement of the paralegal profession and of encouraging its members to strive for excellence through the pursuit of education.

SETAP will award a \$300 scholarship to one student member and a \$300 scholarship to one active or associate member each spring and fall semester. Scholarships will be awarded based on the objective and subjective evaluation of each applicant by the Scholarship Committee.

Members eligible to apply for scholarship funds include those classified as a student, active or associate member. To paraphrase SETAP bylaws, student members are those who are currently enrolled in a formal course of study.

Members may apply for either type scholarship. Scholarship applications must meet the criteria and adhere to the provisions below to qualify as a potential scholarship recipient.

DEGREE/CERTIFICATION PROGRAMS

Degree/certification programs related to the legal profession include those administered by a college, university, junior college, or proprietary school. Correspondence programs do not meet this qualification. A degree/certification applicant must:

1. Be a student, associate or active member in good standing (*i.e.*, dues are current).
2. Choose a topic from the application form and submit it with a two page essay on the chosen topic.

Recipients of a scholarship for degree/certification programs will receive funds upon verification of the above criteria.

PROFESSIONAL CERTIFICATIONS

Professional certifications include those issued by the National Association of Legal Assistants and the Texas Board of Legal Specialization. Scholarships may be applied to tuition for a preparatory/review course or to the examination fee. A professional certification applicant must:

1. Be a student, associate or active member in good standing (*i.e.*, dues are current).
2. Choose a topic from the application form and submit it with a two page essay on the chosen topic.

Recipients of a scholarship for professional certifications will receive funds upon proof of completion of either the review course or the examination.