



For Immediate Release

NC Cooperative Extension Service – 704/920-3310
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Administrative Assistant

Scholarship applications now available

Each year the N.C. Cooperative Extension Administrative Professionals Association - South Central District Scholarship is awarded to a student who is actively engaged in or has definite plans to pursue a career as an office professional. The applicant must be a resident of one of the 19 South Central District counties – Alexander, Anson, Cabarrus, Catawba, Cumberland, Gaston, Harnett, Hoke, Iredell, Lee, Lincoln, Mecklenburg, Montgomery, Moore, Richmond, Rowan, Scotland, Stanly and Union. **This year a \$200 scholarship will be presented to a student in Cabarrus County.**

Scholarship information and application forms are available at area high school guidance offices, Community College advisor offices. Counselors and advisors have been asked to share scholarship information with appropriate course instructors and with students expressing an interest in a career as an office professional. This area encompasses many different areas of study such as office systems technology, web design and development, etc.

We actively solicit applications from students with outstanding scholastic ability and who are truly interested in pursuing their education as an office professional. We are, of course, interested in students who could benefit from financial assistance, however, this will not be the entire determining factor.

Anyone interested in applying for this scholarship should contact his or her guidance counselor or college advisor to request an application. Scholarship information and application forms can be obtained at the Cabarrus County Center office of the North Carolina Cooperative Extension Service, located at 715 Cabarrus Avenue - West. **Applications must be post marked by March 1st.**

If you have any questions about this scholarship offering, contact Christine Barrier by calling 704/920-3310.

North Carolina Cooperative Extension
Administrative Professionals Association
SOUTH CENTRAL DISTRICT SCHOLARSHIP
SCHOLARSHIP Application Form



Date: _____

County: _____

Applicant's Name: _____

Guidelines

1. This scholarship is offered to anyone planning a career as an office professional.
2. All applicants will be considered regardless of race, color, national origin, sex, age, or disability.
3. The applicant must be a resident of North Carolina.
4. The applicant's privacy will be protected.
5. Scholarship amount is \$200.00.

We certify that all information given on this application is true, correct, and complete to the best of our knowledge.

Applicant's Signature: _____ Date: _____

Parent's Signature: _____ Date: _____

PERSONAL PROFILE

1. High school or college you are now attending: _____

2. Extra-curricular activities in which you are involved: _____

3. Honors awarded: _____

4. Any brothers or sisters now in college or currently enrolling? Yes _____ No _____

5. Name of college you plan to attend: _____

Have you submitted your application? Yes _____ No _____

Have you been accepted? Yes _____ No _____

6. Field or secretarial area in which you plan to major (medical, legal, et cetera):

7. Please write a brief summary on why you deserve this scholarship (attach additional page

if necessary): _____

SCHOLARSHIP APPLICATION FORM

1. Name of Applicant _____
2. Age: _____ 3. Social Security Number: _____
Will be requested from student receiving scholarship
4. Phone Number: _____
5. Address: _____
6. Name of Parents or Guardian --- Mother: _____
Father: _____
7. Occupation of Parents or Guardian --- Mother: _____
Father: _____
8. Please indicate your source and amount of funds for educational assistance (This section must be completed in order for application to be considered.):
 - A. Educational insurance: _____ Amount: _____
 - B. Funds supplied by parents, relatives and friends: _____
_____ Amount: _____
 - C. Funds from savings: _____ Amount: _____
 - D. Funds from student's summer earnings: _____ Amount: _____
 - E. Funds from other sources (include other scholarships applied for): _____

_____ Amount: _____
9. Attach two letters of reference (other than relatives) attesting to character and worthiness and intention of applicant to enter the secretarial profession.
10. Attach a copy of scholastic records prepared and signed by school authorities.