

SCHOLARSHIP GUIDELINES

The following guidelines for the award of a scholarship by the South Carolina Upstate Paralegal Association (SCUPA) have an effective date of January 2010 and shall supercede any and all previous guidelines.

1. Scholarship(s) may be awarded to a legal assistant student and/or an Active Association Member.
2. Anyone who meets the requirements outlined below may apply for the SCUPA Scholarship and shall be entitled to equal consideration.
3. Student applicants must be residents of Upstate South Carolina who are currently attending, or plan to enroll in an American Bar Association (ABA) approved legal assistant program; or non-residents of Upstate South Carolina who are attending, or plan to enroll in an ABA approved legal assistant program located in Greenville County.
4. Member applicants must be Active Association Members in good standing who are (i) taking, plan to take, or have taken an examination for certification in, or related to, the legal field¹ or (ii) obtaining continuing legal education credits to maintain such certification. Paid receipts for fees for the examination or continuing education course must be submitted to receive the scholarship funds. The receipt must be dated within the one year period following or six month period prior to the award of the scholarship
5. All applications received will be reviewed on the basis of:
 - Transcript of grades (student applicants only)
 - Copy of Current Certificate or Application for Certification Examination (member applicants only)
 - Letters of recommendation
 - Community involvement
 - Applicant's narrative statement
6. All student applicants must have at least a 3.5 grade point average.
7. If not currently enrolled in a legal assistant program, the student applicant must provide proof of enrollment within a reasonable amount of time, or the scholarship will be rescinded.
8. The scholarship is available to any student applicant meeting the requirements regardless of whether they are enrolled as a part-time or a full-time student.
9. Verification of grade point average and transcripts will be required from the last institution the student applicant has attended.
10. Student scholarship(s) will be issued directly to the ABA approved legal assistant program institution. Active Association Member scholarship(s) will be issued directly to the member upon submission of a paid receipt as outlined above. SCUPA reserves the right to revoke the scholarship if not claimed within one year of award.

¹ This specifically excludes exams leading to the ALS and PLS certification.

11. Each applicant must complete the attached Scholarship Application and submit the information listed under Additional Requirements on the application.
12. Two letters of recommendation are required and shall be included with the application.
13. The scholarship recipient will also be awarded a one-year membership to SCUPA at no charge.
14. A panel of independent judges, appointed by the SCUPA scholarship committee, will review all applications and award the scholarship(s) in keeping with these guidelines. The judges appointed by the SCUPA scholarship committee may be local attorneys, judges, or other qualified persons who have no affiliation with SCUPA.

SCHOLARSHIP APPLICATION

NAME: _____
SOCIAL SECURITY No.: _____ AGE: _____ DEPENDENTS: _____
CITY: _____ STATE: _____ ZIP: _____
TELEPHONE (HOME): _____ (WORK): _____
E-MAIL ADDRESS: _____

EXTRA-CURRICULAR ACTIVITIES: _____

COMMUNITY SERVICE/SCHOOL ACTIVITIES: _____

ADDITIONAL REQUIREMENTS:

The following information must be presented along with this application:

Student Applicants

1. Two letters of recommendation
2. Copy of transcript pursuant to guideline numbers 3 and 6
3. Current resume
4. Brief narrative of why applicant feels he/she should receive the scholarship

Active SCUPA Member Applicants

1. Two letters of recommendation
2. Copy of current certification or application for certification examination pursuant to guideline number 4
3. Current resume
4. Brief narrative of why applicant feels he/she should receive the scholarship

Forward completed application with attachments to:

SCUPA Scholarship Committee
Post Office Box 10491
Greenville, South Carolina 29603