



INTERNATIONAL ASSOCIATION OF  
ADMINISTRATIVE PROFESSIONALS  
AMARILLO CHAPTER # 559125  
P.O. Box 52226  
Amarillo, TX 79159

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### Application for Scholarship

International Association of Administrative Professionals (IAAP) – Amarillo Chapter #559125 will award one (1) scholarship in the amount of \$250 to a qualifying student for the Fall 2012-Spring 2013 school year. The purpose of the scholarship is to help cover the cost of tuition, fees and books for attendance at an accredited two-year, four-year or certified business/secretarial college in Texas. The requirements are:

1. The applicant must be a graduating High School Senior or a current college student.
2. The applicant must be taking a minimum of 9 semester credit hours.
3. The applicant must be pursuing an Office Administration Professional Certificate or business-related degree.
4. The applicant must have and maintain a 3.0 cumulative grade point average.

Applicants will be judged on the basis of educational objectives, financial need, scholarship and character. The scholarship will apply to the 2012-2013 academic year.

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

Present Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Scholastic History:** Attach an official copy of all your transcripts. Applications submitted without transcripts will not be considered.

College you will be attending in the Fall: \_\_\_\_\_

College classification, Fall Semester: \_\_\_\_\_

What classes do you plan to take in the Fall 2012–Spring 2013 semesters? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What is your chosen field? \_\_\_\_\_

Briefly describe why you have chosen this field: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If no qualified candidates apply, a scholarship will not be awarded.

**Educational Objectives, Leadership and Character:** Briefly describe organizations or outside activities which have contributed toward your desire to enter this field. (Please include any other activities wherein you have received honors, awards, or held an office.) Attach additional pages if necessary.

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**Please attach a brief original essay on one of the following topics. Essays should be printed or typed and no more than two double-spaced pages.**

1. Describe your ideal career.
2. Discuss the role of the Administrative Professional in the 21st century.

**Indicate the area(s) of additional financial assistance you will receive.**

Scholarship/Grants: \_\_\_\_\_

Employment, full-time: \_\_\_\_\_

Employment, part-time: \_\_\_\_\_

Company/Location: \_\_\_\_\_

Parental/Family: \_\_\_\_\_

Other: \_\_\_\_\_

**Why is it important to you to receive this scholarship award?** \_\_\_\_\_

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**Name and address of college where you wish these funds to be deposited:** \_\_\_\_\_

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\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**NOTE: Please attach an official copy of all your transcripts and two letters of recommendation to this application and return all to the address below postmarked by April 1, 2012.**

**International Association of Administrative Professionals  
Amarillo Chapter # 559125  
Scholarship Committee  
P.O. Box 52226  
Amarillo, TX 79159**

For more information, contact Sue Kile at (806) 382-8682 or sue@thomaskile.com.

If no qualified candidates apply, a scholarship will not be awarded.