

COUNTY & DISTRICT CLERKS' ASSOCIATION OF TEXAS



SCHOLARSHIP PACKET

This scholarship packet includes Information, Guidelines, and an Application.

GENERAL INFORMATION

The scholarship application is to be used for scholarships awarded by News Election Service, the Memorial Scholarship Fund, and the County & District Clerks' Association of Texas. All of the above are by and under the direction of the County & District Clerks' Association of Texas.

In accordance with Section 10.14 of the County & District Clerks' Association of Texas By-Laws: All scholarship applications shall be submitted on the form approved by the Board of Directors to the President of the Association by May 1st.

The Scholarship Committee will evaluate the overall comprehensiveness of the application.

ELIGIBILITY

The County & District Clerks' Association of Texas is pleased to offer scholarship opportunities to a child or legal ward of an active member of the Association. Grandchildren of active members are also eligible if no applications are received from children of active members or legal wards.

COUNTY & DISTRICT CLERKS ASSOCIATION OF TEXAS

SCHOLARSHIP GUIDELINES

All Applicants must adhere to the following guidelines:

1. Submit a completed scholarship application. Incomplete applications may not be considered.
2. Submit a copy of a recent transcript (high school/college) together with a letter from your high school principal or former teacher explaining the applicants potential as a college student.
3. Applicants must be a high school graduate (at least will graduate prior to the Clerk's June Conference at the time the scholarship would be awarded)
4. Applicants must be younger than 22 years of age. The oldest age to be considered will be a person 22 years old.
5. Any application received by the President of the Association after the date of May 1, shall not be considered by the Committee.
6. Scholarships will be awarded at the annual conference of the County & District Clerks' Association of Texas.
7. The President of the County & District Clerks' Association of Texas will appoint a Scholarship Committee to review the applications and make the selection. This committee shall consist of a County Clerk, a District Clerk, and a County-District Clerk who none shall have submitted an application for review that year.
8. The President of the County & District Clerks' Association shall not be eligible to submit an application during the year of which they are serving the Association as President.
9. The student's grade average should be considered, but the grades should not be the only factor considered. The needs of the student, whether the student is receiving any other scholarships, the student's sincere desire to attend college and any other similar information should be considered.
10. The committee should not consider awarding more than one scholarship of any nature to the same family unless there has lapsed at least five (5) years since a family member of the Clerk has received a scholarship from this Association.
11. One half (1/2) of the scholarship money awarded shall be made payable to the student upon proof of enrollment of at least 12 hours in an accredited college. The remaining one half (1/2) shall be made payable to the student upon proof of additional second semester of 12 hours of enrollment. Failure to present proof of enrollment of the immediate succeeding semester shall constitute a forfeiture of the remaining amount of money and will remain in the said scholarship fund to be used for another scholarship.
12. Accredited Trade Schools, where the student would be attending at least one full year (or the Trade Schools determination of a term/year) can be considered for a scholarship. Any application requiring less than this time shall not be considered.

**BYLAWS OF THE COUNTY & DISTRICT CLERKS
ASSOCIATION
A NON-PROFIT CORPORATION
TRAVIS COUNTY, AUSTIN, TEXAS**

THE PURPOSE OF THE ASSOCIATION (2.01) The purpose of the Association shall be to promote professional standards, to provide a means for the education of its members regarding the statutory and constitutional duties of the offices of the county clerk and the district clerk, and to participate in the legislative, judicial and executive processes of state government beneficial in the performance of the members' duties.

SCHOLARSHIP COMMITTEE (10.14) The scholarship committee shall consist of at least three members. The identity of the members of the scholarship committee shall be confidential so that no influence may be placed upon the committee regarding the scholarship selection process. All scholarship applications shall be submitted on the form approved by the Board of Directors to the president of the Association by May 1st.

The scholarship committee shall review each application and award scholarships according to the criteria established by the Board of Directors. The Board of Directors shall determine the number and the amount of scholarships awarded each year. All scholarships should first be awarded to a child or legal ward of an active member. If no applications are received or no applications meet the scholarship criteria of a child of legal ward of an active member then a scholarship may be awarded to a grandchild of an active member.

If any scholarship recipient does not attend college, the recipient automatically forfeits the scholarship, and the scholarship committee may review the remaining applicants and award a scholarship to the next recipient meeting the criteria.

Proof of college admittance must be received before payment is presented. The Board of Directors may choose to divide the payment of the scholarship per semester of admittance.

COUNTY & DISTRICT CLERKS' ASSOCIATION OF TEXAS

SCHOLARSHIP APPLICATION

Please type or print clearly.

NAME: _____ TELEPHONE: (____) _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

AGE: _____ DATE OF BIRTH _____

HIGH SCHOOL ATTENDED _____ DATE OF GRADUATION _____

COLLEGE ATTENDED (IF ENROLLED) _____

UNIVERSITY OR COLLEGE YOU PLAN TO ATTEND: _____

HAVE YOU BEEN ACCEPTED? YES _____ NO _____

PLEASE TELL THE SCHOLARSHIP COMMITTEE ABOUT YOURSELF AND YOUR CAREER AND EDUCATIONAL GOALS. (IN 100 WORDS OF LESS)

ARE YOU OR WILL YOU BE A CANDIDATE FOR ANY OTHER SCHOLARSHIPS (SUCH AS SCHOLASTIC, ATHLETIC, WORK, ETC.)? PLEASE DESCRIBE:

HAVE YOU EVER APPLIED FOR A SCHOLARSHIP FROM THE COUNTY & DISTRICT CLERKS' ASSOCIATION? YES _____ NO _____

HAS ANY OTHER MEMBER OF YOUR FAMILY RECEIVED A SCHOLARSHIP FROM THIS ASSOCIATION? YES _____ NO _____

ACTIVE MEMBER'S (CLERKS') INFORMATION:

NAME OF CLERK: _____

TITLE: _____ **COUNTY:** _____

RELATIONSHIP TO APPLICANT: _____

HAVE YOU EVER APPLIED FOR A SCHOLARSHIP FOR THIS STUDENT OR ANY OTHER MEMBER OF YOUR FAMILY? YES ___ NO ___ IF YES, DID THE APPLICANT RECEIVE A SCHOLARSHIP FROM THIS ASSOCIATION? YES _____ NO _____ IF YES, PLEASE DESCRIBE: _____

DOES YOUR COUNTY PARTICIPATE IN THE NEWS ELECTION RETURNS AND CALL IN THE ELECTION RETURNS FOR ALL YOUR PRECINCTS ON ELECTION NIGHT? YES ___ NO ___

BRIEFLY STATE YOUR REASONS WHY THIS APPLICANT MERITS CONSIDERATION TO RECEIVE A SCHOLARSHIP FROM OUR ASSOCIATION.

SIGNATURE OF APPLICANT _____ **DATE** _____

SIGNATURE OF CLERK _____ **DATE** _____

PLEASE RETURN APPLICATION ON OR BEFORE MAY 1ST TO :

**PRESIDENT
COUNTY & DISTRICT CLERKS' ASSOCIATION OF TEXAS
SCHOLARSHIP COMMITTEE**

For CDCAT Use Only

Date Application Received: _____