

**KENTUCKY PARALEGAL ASSOCIATION**  
**PARALEGAL STUDENT SCHOLARSHIP APPLICATION**  
**2017**

This scholarship is open to any student member of the Kentucky Paralegal Association (KPA) enrolled in a paralegal program within the Commonwealth of Kentucky. Applicant shall be either: (1) a resident of the Commonwealth of Kentucky and enrolled in a traditional/ABA approved paralegal program outside the Commonwealth, or (2) be attending an institution of higher education located within the Commonwealth of Kentucky. The applicant shall also be enrolled in a traditional/ABA approved paralegal program, with at least 12 credit hours of paralegal course work completed and at least one semester remaining.

An application for membership to the KPA can be sent at the same time as the scholarship application, allowing students who are not currently a member to become a member and meet the application requirements. Student Membership requirements are: "Any student enrolled in a paralegal training program that would allow them to meet the qualifications for active membership upon acceptance of an application for membership and payment of dues shall become a Student Member of the KPA." The Voting membership references: "A bachelor's or associate's degree in Paralegal Studies from an ABA approved paralegal program or a paralegal studies program that is not ABA approved but meets the substantive legal studies requirements pursuant to the ABA guidelines."

The Scholarship recipient will receive:

- a \$1,000.00 college scholarship (TWO may be awarded in the event of a tie);
- FREE membership to the KPA for first year after graduation from a paralegal program; and,
- FREE registration fee for the 2017 KPA Annual Conference.

The recipient will be required to participate as a member of the Scholarship Committee the first year he/she is not eligible to apply for the scholarship.

The First Runner-up will receive:

- FREE membership to the KPA for first year after graduation from a paralegal program; and
- FREE registration fee for the 2017 KPA Annual Conference.

This form must be completed and returned **no later than May 31, 2017** with the required documents to:

Leslie Smith  
Director of Student Relations  
P.O. Box 17171  
Ft. Mitchell, Kentucky 41017

Candidate interviews will be scheduled in June or July. The winner will be notified no later than August 15, 2017. For more information, please see the KPA website or contact Leslie Smith at [lsmithkpa@gmail.com](mailto:lsmithkpa@gmail.com).

**REQUIRED DOCUMENTS**

- Applicant Information Form (Typed)
- Letters of Recommendation (Minimum of 2, one from a current professor)
- Writing Sample (Typed)
- Essay (Typed)
- **Official** Transcript

*Note: Any application materials received that do not fulfill the requirements listed above will be rejected.*

**APPLICANT INFORMATION**

*(This form must be typed)*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ ALTERNATE TELEPHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_ ALTERNATE E-MAIL: \_\_\_\_\_

SCHOOL: \_\_\_\_\_

MAJOR/MINOR: \_\_\_\_\_

OVERALL GPA: \_\_\_\_\_ PARALEGAL STUDY GPA: \_\_\_\_\_

ANTICIPATED DATE OF GRADUATION: \_\_\_\_\_

**POST HIGH SCHOOL INFORMATION:**

*(Please list School and Address, Dates Attended, Major, Degree Date)*

\_\_\_\_\_  
\_\_\_\_\_

**EXTRA-CURRICULAR ACTIVITIES:** *(List memberships in organizations as well as any civic/community activities, giving dates of service and other pertinent information such as office held or special committee service. In addition, please list any special talent, interest or hobby which could be a factor in determining individual capabilities.)*

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**EMPLOYMENT HISTORY:** *(Begin with current or most recent position, listing employer name and address, position/title and dates of employment.)*

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## **ESSAY GUIDELINES**

A short essay must be submitted with this application. All essays shall have a minimum of 500 words and shall not exceed 750 words. The essay shall be typed and double-spaced. *Your signature should appear on each page of the essay.* Correct spelling, grammar and sentence structure are expected.

## **ESSAY TOPIC**

If you were a member of this scholarship committee, what qualities would you look for in the paralegal students to determine the recipient of the scholarship?

## **RECOMMENDATION GUIDELINES**

Two (2) letters of recommendation must be submitted either with your application or sent under separate cover directly to the address on the bottom of the recommendation forms. At least one (1) recommendation letter must be from a current teacher or professor in the paralegal program, the department head, or the chairperson/director of the paralegal program. The second recommendation letter may come from a past teacher/professor or employer. If the letters are being sent under separate cover; please list whom we should expect to receive them from:

1. \_\_\_\_\_
2. \_\_\_\_\_

## **WRITING SAMPLE GUIDELINES**

A legal writing sample of your choosing on any legal topic must be submitted with this application. Please be certain that your name is listed on each page of the writing sample.

## **TRANSCRIPT GUIDELINES**

A current copy of your college transcript must be submitted with this application. This shall be evidence and verification of your enrollment in a paralegal program as well as your GPA.





## Join the Kentucky Paralegal Association Today!

The Kentucky Paralegal Association (“KPA”) is accepting applications for 2017 Membership.

### **Student Members: Dues are FREE**

Any student enrolled in a Paralegal Studies program that would allow them to meet the qualifications for Active membership upon completion of such program shall become a Student member of the KPA upon acceptance of his/her application for membership and payment of dues, if any. Student members shall not be entitled to vote on matters before the KPA membership and shall not be eligible to serve as an Officer or Director of the KPA.

### **APPLYING FOR MEMBERSHIP**

To apply for membership, please complete the online Application. If you need assistance in completing the Application, please click on “Online Application Instructions” above. Once we have received your application and payment, if any, we will notify you by email regarding approval status. Application can be found at: <http://www.kypa.org/About-KPA/Join>

If you have any questions about membership or the application process, please contact our Director of Member Relations, Debby Ewen, at [kpa.membership@gmail.com](mailto:kpa.membership@gmail.com)