

**KENTUCKY PARALEGAL ASSOCIATION
ANNUAL PARALEGAL STUDENT SCHOLARSHIP
2022 APPLICATION**

This scholarship is open to any student member of the Kentucky Paralegal Association (KPA). Applicants shall be a KPA student member in good standing and enrolled as a degree-seeking student in a Paralegal Studies program approved by the American Bar Association (“ABA”) or a Paralegal Studies program that is not ABA-approved but meets the substantive legal studies requirements pursuant to the ABA guidelines.

Applicants must be attending a program located within the Commonwealth of Kentucky or be a Kentucky resident enrolled in an eligible paralegal studies program located outside the Commonwealth of Kentucky. Applicants shall also have completed a minimum of twelve (12) credit hours of Paralegal Studies coursework and have at least one semester of courses remaining for completion of their degree. Further, the Applicant shall have an overall Grade Point Average (GPA) of 3.25 or higher and a GPA of 3.50 or higher in his or her Paralegal Studies coursework.

An application for student membership in the KPA may be submitted at the same time as the scholarship application, allowing students who are not currently a member to become a member and meet the scholarship eligibility 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 shall become a Student Member of the KPA." Membership Applications are to be submitted online at: www.kypa.org/join-kpa.

The Scholarship recipient will receive:

- A \$1,000.00 scholarship award made payable to the recipient.
- Free KPA membership for the first year after graduation from a paralegal program.
- Free registration for the 2022 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 KPA membership for the first year after graduation from a paralegal program.
- Free registration for the 2022 KPA Annual Conference.

The Application must be completed and returned with the required documents NO LATER THAN OCTOBER 10, 2022. The Application and required documents must be emailed to Melissa Reynolds, CKP, KPA Director of Student Relations, at studentrelations@kypa.org. You will receive an acknowledgement of receipt.

Candidate interviews will be scheduled in October 2022. The scholarship winner will be notified no later than October 28, 2022.

If you have questions or require additional information to complete your Application, please contact Melissa Reynolds, CKP at studentrelations@kypa.org.

REQUIRED DOCUMENTS

- 1) Applicant Information Form (Typed)
- 2) Letters of Recommendation (Minimum of 2, one from a current professor)
- 3) Writing Sample (Typed)
- 4) Essay (Typed)
- 5) Transcript verifying good standing, current enrollment, and GPA.
- 6) Note: Any application materials received that do not fulfill the requirements listed above will not be accepted.

APPLICANT INFORMATION

(This form must be typed and include your signature. If additional space is required, please use the additional page provided.)

NAME: _____

ADDRESS: _____

CITY/STATE: _____

COLLEGE OR UNIVERSITY: _____

MAJOR/MINOR: _____

PARALEGAL STUDIES GPA: _____

OVERALL GPA: _____

ANTICIPATED DATE OF GRADUATION: _____

POST HIGH SCHOOL INFORMATION: *(Please List School(s) and Address, Dates Attended, Major, and Degree Date.)* _____

EMPLOYMENT HISTORY: *(Please begin with current or most recent position, listing employer name and address, position, and dates of employment.)* _____

RECOMMENDATION GUIDELINES

Two (2) letters of recommendation must be submitted either with your application or sent under separate cover directly to the email 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.

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 accept a position as a paralegal and are offered the opportunity to work remotely, what issues do you anticipate to maintain confidentiality and avoid the unauthorized practice of law? What practices will you use to stay in compliance with SCR 3.700?

WRITING SAMPLE GUIDELINES

A legal writing sample of your choosing on any legal topic must be submitted with this application. You may submit a sample from your paralegal studies coursework. 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 of your good standing, current GPA, and verification of your enrollment in a paralegal program. Applicant must consent to verification of this information with the University Department Chair upon request.

RECOMMENDATION GUIDELINES

Thank you for your time and willingness to complete and return this recommendation. The Kentucky Paralegal Association awards an annual scholarship to contribute toward a paralegal student's education in anticipation of that student making future positive contributions to the paralegal profession. Your recommendation will assist us in narrowing our nominees for the scholarship. You may use the 2-page Recommendation Form provided or email your recommendation as a separate letter.

Please return your Recommendation no later than October 10, 2022, either to the Applicant or you may email it directly to Melissa Reynolds, CKP, KPA Director of Student Relations, at studentrelations@kypa.org.

