



**ASSOCIATION OF LEGAL ADMINISTRATORS**

**SAN DIEGO CHAPTER**

**2019 ACADEMIC SCHOLARSHIP AWARDS**

The San Diego Chapter of the Association of Legal Administrators is proud to announce its Annual Scholarship Awards for 2019. The Association awards two scholarships annually, each in the amount of \$1,500.

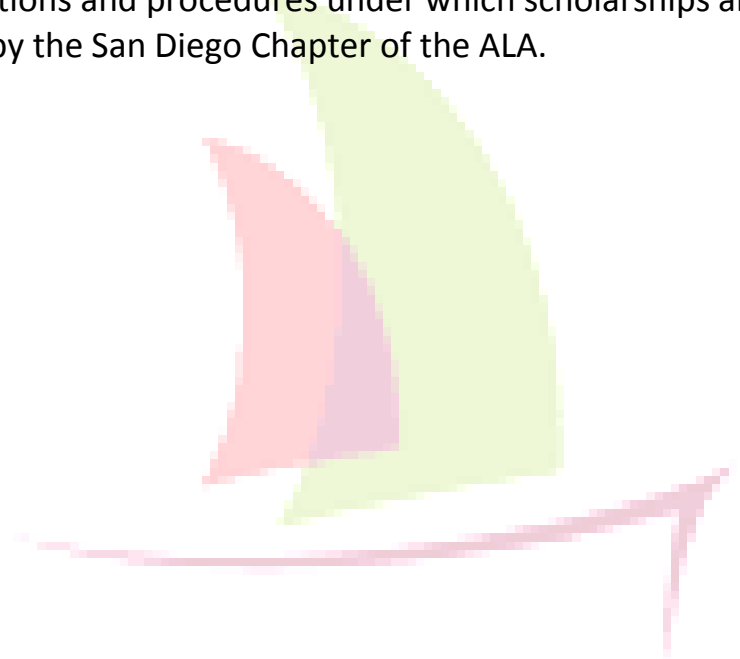
- **ELIGIBILITY:** Applicants must be dependent children of a member of the San Diego Chapter of the ALA and/or dependent children of non-attorney administrative staff employed by a San Diego area law office with an active member in the San Diego Chapter of the ALA, and have not been a past scholarship recipient. Applicants may be either high school seniors, high school graduates or first-year college undergraduates enrolled or planning to enroll in a full-time course of study at an accredited two or four year college or university.
- **APPLICATIONS:** You can secure an application from your firm administrator or from Monica Menzer, Scholarship Chair, Allen Matkins Leck Gamble Mallory & Natsis LLP @ 619.235.1515; or [mmenzer@allenmatkins.com](mailto:mmenzer@allenmatkins.com)
- **DEADLINE:** Applications, with all attachments, must be submitted on or before Friday, March 1, 2019. Late or incomplete packages will not be considered. Please mail or deliver to:

***Monica Menzer  
Allen Matkins  
600 West Broadway, 27<sup>th</sup> Floor  
San Diego, CA 92101***

## **ALA SCHOLARSHIP AWARD CRITERIA**

- **THE PROGRAM:** The San Diego Chapter of the ALA has established a scholarship program to assist in financing higher education for children of its members and their employees. Awards are given without regard to race, color, creed, religion, sex, sexual orientation, disability, or national origin.
- **ELIGIBILITY:** Applicants must be dependent children of a member of the San Diego Chapter of the ALA, and/or dependent children of non-attorney administrative staff employed by a San Diego area law office with an active member in the San Diego Chapter of the ALA, and have not been a past scholarship recipient. Applicants may be either high school seniors, high school graduated or first year college undergraduates enrolled or planning to enroll in a full-time course of study at an accredited two or four year college or university.
- **SCHOLARSHIP AWARDS:** Awards are \$1,500 and may only be used for the first or second year of undergraduate study. A total of two (2) scholarships are awarded annually.
- **APPLICATION:** Students must complete the application and mail it, or personally deliver it, along with your **"SEALED"** high school or college transcript of grades, to Monica Menzer, ALA Scholarship Chair @ Allen Matkins, 600 West Broadway, 27<sup>th</sup> Floor, San Diego, CA 92101. **All applications must be postmarked NO LATER than Friday, March 1, 2019** Applicants are solely responsible for gathering and submitting all necessary information. All information submitted is confidential and will be reviewed only by the Scholarship Committee of the San Diego Chapter of the ALA. You can secure an application from your firm administrator or from Monica Menzer at [mmenzer@allenmatkins.com](mailto:mmenzer@allenmatkins.com)
- **RECIPIENT SELECTION:** Scholarship recipients are selected on the basis of academic achievement, leadership, and participation in school and community activities, honors, work experience, statement of educational and career goals, and a personal recommendation by an adult. Scholarships awarded will be based on the ALA's selection procedures and will be made by the Scholarship Committee. Unfortunately, not all applicants will receive awards. All applicants will be notified of their status in Mid-March, 2019 and will be invited, with two family members, to attend the ALA's Annual Leadership Dinner on March 19, 2019, to accept their honor.

- **PAYMENT OF AWARDS:** Scholarship payments are made by check on or about Mid-August, directly to the institution you have committed to attend. You will be contacted for your school information, i.e., student account, address, and the like, and notified that payment has been made.
- **OBLIGATIONS:** Scholarship recipients must enroll in their educational programs no later than fall of the year in which their scholarships are awarded. Failure to enroll may result in the loss of your scholarship.
- **REVISION POLICY:** The general conditions and procedures under which scholarships are made are subject to periodic review by the San Diego Chapter of the ALA.



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