



SCHOLARSHIP APPLICATION GUIDELINES

A qualified applicant shall submit the following:

STEP 1 OF THE APPLICATION PROCESS:

- A. Complete and thoughtful responses to short answer essay questions written solely by the student applicant. Applicants who use identifying information in their essay question responses (including EAA sponsoring member's name, department, or classification) will be subject to disqualification.
- B. Qualifying documents required to apply during Step 1 of the process.
 - Applicants must provide proof that they have been accepted into a college / university and have committed to attending. Examples include a college acceptance letter **AND** evidence that the student committed to attending - such as a receipt for tuition deposit, housing deposit, etc.
 - Applicants must provide their latest available quarter or semester transcript. High school student applicants are required to provide a copy of their 11th and 12th grade high school transcript. Currently enrolled college student applicants are required to provide a copy of their latest college transcripts.

STEP 2 OF THE APPLICATION PROCESS:

Those applicants who are notified that their application is moving to the final round of consideration must submit additional information and documentation as outlined below (C-E) within a time period that will be specified by EAA staff.

- C. **High school students** must provide evidence (proof of deposit, enrolled class schedule) that they will be attending a community college or four-year college/ university in at least 6 units (at least part-time enrollment in two or more classes).



SCHOLARSHIP APPLICATION GUIDELINES

- D. **College students** must provide proof of enrollment (enrolled class schedule) in next semester/quarter in at least 6 units (at least part-time enrollment in two or more classes).
- E. **EAA Member - Household Verification.** A copy of a Driver's License, California I.D., Vehicle Registration or Banking information such as Checkbook that displays an address that matches that of a current dues-paying EAA member sponsor. Note, please redact any personal financial information such as checking and routing number or credit card number.

NOTE: Any candidate that does not provide any of the above required information and documentation on time is subject to disqualification.

REASONS FOR APPLICATIONS TO BE DISQUALIFIED:

(Only one of the below needs to apply for the applicant to be disqualified)

- A. The applicant is not sponsored by an EAA dues-paying member; or
- B. The applicant is within the household of a Board of Governor, who holds the position of governor any time during the calendar year when the scholarship is awarded; or a Scholarship Committee Member and/or Scholarship Review Subcommittee Volunteer.
- C. The applicant fails to provide the mandatory information by the deadline;
- D. The applicant includes identifying information in their essay questions (including sponsoring EAA member's name, department, or classification) as outlined in STEP 1.A;
- E. Fraudulent, inaccurate, or misleading information is included with the application; or
- F. Application is late or incomplete; or



SCHOLARSHIP APPLICATION GUIDELINES

- G. The applicant is not enrolled in the specified number of units or is deemed to be in a certificate program;
- H. The applicant has already been awarded a scholarship through the EAA College Scholarship Program; or

NON DUES-PAYING MEMBER DISQUALIFICATION:

- A. Household members of EAA non dues-payers do not qualify for EAA scholarships. They shall be informed in writing by EAA staff that they are not eligible; their non dues-paying sponsoring member will be provided with an authorization for payroll deduction form should they choose to become a voluntary dues-paying member.