

	Law Officers Association of Baltimore County Scholarship Policy and Application
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Section I – Intent and Purpose:

- To award annually up to two, five-hundred-dollar (\$500.00) College scholarships to members, their children, grandchildren, and dependents of any said member in good standing, dependent on available funding.
- Scholarships will be awarded to beginning freshman and other existing College students continuing their education. Monies are intended to pay for tuition and related expenses at accredited Colleges and Universities.

Section II – Definitions:

- Scholarship Committee – composed of a chairperson who is an active Board Member. Chairperson will present completed candidate applications to the LOABC Board for their vote. Voting will take place at the May Board Meeting and awardees announced at the June member meeting.
- Member – is defined as a current member who is active and has been a member of the LOABC. for at least one year at the time of the application and whose dues have been current for the past twelve months.
- Child – is defined as a biological child; an adopted child; a stepchild; or a grandchild.

Section III – Eligibility:

- Members may apply for scholarships provided that the eligible child is dependent upon the member for financial support. Children who do not reside with the member as their primary residence are not eligible.

Section IV – Application:

- Application must be submitted by the first day of May in each calendar year preceding the fall enrollment.
- The completed application (below) will be sent to:

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Law Officers Association of Baltimore County
Attention: Treasurer
7 Sugarvale Way
Lutherville, MD 21093

- In addition to the completed application, the following must be included with the application to be considered:
 - Current High School transcript with cumulative grade point average.
 - Where applicable, transcripts from any College or University attended by the eligible child.
 - Candidates must submit two letters of recommendation from at least one instructor from their respective High School or College and one personnel reference who is not a relative.
 - Candidates are also required to submit a written statement outlining their academic goals, personal goals, and reasons for applying for this scholarship.

Section VI – Obligations of Scholarship Awardees:

- **Enrollment Requirement:** Scholarship awardees are expected to enroll in and remain a full-time student at an accredited college or university for the academic year for which the scholarship is awarded. The scholarship is intended to assist with tuition and other educational expenses associated with the recipient's continued higher education.
- **Continuation of Enrollment:** Awardees are expected to make reasonable progress toward their educational goals and remain enrolled as a full-time student throughout the academic year. A change in school, academic program, major, or course schedule does not, by itself, constitute a violation of this requirement, provided the student remains enrolled and continues their education.



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- **Withdrawal or Failure to Maintain Enrollment:** An awardee who voluntarily withdraws from an accredited college or university, fails to maintain full-time enrollment, or otherwise does not fulfill the obligations of the scholarship may be deemed ineligible for consideration for future LOABC scholarships.
- **Circumstances Beyond the Awardee's Control:** The Board may, at its discretion, waive the enrollment and future-eligibility provisions of this section when an awardee is unable to complete the academic year due to circumstances beyond the awardee's reasonable control. Such circumstances may include, but are not limited to, a documented medical condition, serious family emergency, or other significant circumstance. The Board may request reasonable documentation supporting the circumstances.
- **Notification of Withdrawal:** An awardee who withdraws from school, changes from full-time to part-time enrollment, or otherwise becomes unable to fulfill the requirements of this section should notify the LOABC Treasurer or Scholarship Committee as soon as reasonably possible and provide an explanation of the circumstances.
- **Verification of Enrollment:** The LOABC may request reasonable documentation confirming the awardee's enrollment and continued attendance, including a current or subsequent college transcript, enrollment verification, or other documentation provided by the educational institution.
- **Use of Scholarship Funds:** Scholarship funds are intended for tuition and other education-related expenses at an accredited college or university. The LOABC may request reasonable documentation regarding the use of scholarship funds after the award has been distributed.
- **Repayment of Scholarship Funds:** If an awardee withdraws from school or otherwise fails to fulfill the obligations of this section, the Board may review the circumstances and determine whether repayment of all or a portion of the scholarship is appropriate. Repayment will not automatically be required solely because an awardee is unable to complete the academic year. In determining whether repayment is appropriate, the Board may consider the reason for withdrawal, the portion of the academic year



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completed, the circumstances surrounding the withdrawal, and whether the scholarship funds were used for their intended educational purpose.

- **Medical or Other Extraordinary Circumstances:** When an awardee is unable to complete the academic year because of a documented medical condition or other extraordinary circumstance beyond the awardee's control, the Board may determine that no repayment is required and that the awardee remains eligible for consideration for future scholarships, provided the student otherwise meets all eligibility requirements.
- **Future Scholarship Eligibility:** Eligibility for a future LOABC scholarship is not guaranteed by receipt of a prior scholarship. Each application will be evaluated under the scholarship policy in effect for that scholarship cycle. The Board may consider an applicant's compliance with the obligations of any prior LOABC scholarship when determining eligibility for a subsequent award.



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APPLICATION FORM

Applicant's Name: _____ Date: _____

Address: _____

LOABC Member's Name and Relationship to Applicant: _____

Is Applicant Living in the LOABC Member's Household? Yes () No ()

Phone #: _____

School you are attending: _____

Cumulative Grade Point Average (attach transcript): _____

Undergraduate Student: Yes () No () Graduate Student: Yes () No ()

If Graduate student, List Degree(s) Obtained Along with the Date(s) Obtained:

Major Field of Study: _____

REQUIRED SIGNATURES and DOCUMENTATION

1. Letters of Recommendation Attached: Yes () No ()
2. Written statement Outlining Your Academic Goals, Personal Goals and Reasons for Applying for this Scholarship Attached: Yes () No ()
3. High School or College Transcript Attached: Yes () No ()

Applicant's Signature: _____

LOABC Member Signature: _____