

## **Association of Military Legal Administrators 2019**

Welcome to the 2019 Scholarship Program of the AMLA. As part of our community outreach program, we will be awarding scholarships to one dependent spouse or child (age 17-21), and one Veteran not currently serving or retired and not affiliated with AMLA. We encourage all eligible students and spouses to apply. All applications must be emailed no later than 30 June 2019.

Please read all guidelines, policies, and requirements before applying and use the provided checklist to guide you through the application process. If you have any questions/concerns please contact the Scholarship Chair - [Scholarships@amla-tcml.org](mailto:Scholarships@amla-tcml.org)

**Thank You and Good Luck!**

### **Checklist: Please email all documents in one email**

\_\_\_Part I: Application Form. Be sure to provide all information requested and appropriate signatures.

\_\_\_Part II: Have current school counselor record your cumulative GPA or provide an unofficial college transcript with current GPA. List college you intend to attend or are currently enrolled in.

\_\_\_Part III: Personal Essay. Please answer the essay questions to the best of your ability integrating our organizational motto of Teach, Coach, Mentor, Lead into the final product.

**APPLICATIONS MUST BE EMAILED NO LATER THAN  
30 June 2019**

**Email to:**  
**[Scholarships@amla-tcml.org](mailto:Scholarships@amla-tcml.org)**

## **Association of Military Legal Administrators Policy and Procedures**

### **POLICY:**

1. AMLA will award two academic scholarships, one in each category, of equal value, to qualified applicants in each of the following categories:
  - a. Category I: Eligible spouse or child (17-21) of AMLA Members
  - b. Category II: Eligible non-serving, non-retired Veteran (Non-AMLA affiliated)
2. The scholarship awards shall be based upon personal essay. GPA is needed to verify enrollment but is not a determining factor in our scholarship awards. Applicants will need to share within their essay how their educational goal feeds into our organizational values of Teach, Coach, Mentor, and Lead.
3. The selection committee will be comprised of AMLA members through a blind screening process.
4. The AMLA Treasurer shall issue a check in the full amount of the scholarship awarded payable to the selected recipients.
5. Eligibility is restricted to members of AMLA and/or their dependents for category I. Any veteran that is not currently serving or retired may apply under category II with proof of service. You may apply/join AMLA at [www.amla-tcml.org](http://www.amla-tcml.org)

### **PROCEDURES:**

1. Applicants must submit the following material to the committee: completed legible application form; GPA verified by school counselor or unofficial school transcript with GPA listed; personal essay of no more than 500 words.
2. The AMLA Scholarship Committee will meet as needed in support of the scholarship program.
3. Incomplete or inaccurate applications will not be considered. All submitted materials will become the sole property of AMLA and will be retained for one full year from the date of selection. At the end of the year, all applications and supporting documents will be destroyed.
4. This is an essay scholarship, essays submitted will be evaluated according to the scoring rubric provided with the application.

### **Essay Question**

**Speak about a pivotal moment in your life that has led you to the education path chosen and how our organization's values of Teach, Coach, Mentor, and Lead plays a part of your vision.**

**Association of Military Legal Administrators**  
**Must be emailed by 30 June 2019**

**Part I:**

Applicant's Name \_\_\_\_\_

Home Address \_\_\_\_\_

AMLA Members Name (Cat I only) \_\_\_\_\_

Home Phone Number \_\_\_\_\_

E-Mail \_\_\_\_\_

Scholarship Category: (Please check the one in which you wish to apply/compete)

\_\_\_\_ Category I: Eligible Spouse or Dependent Child (of AMLA Members)

\_\_\_\_ Category II: Non-Serving, Non-Retired Veteran (supply proof of service)

I/We certify this application and all supporting documents are complete and accurate to the best of our knowledge. I/We consent to verification of this information as needed. I/We acknowledge that any misrepresentation or falsification of facts or records will make the applicant ineligible to receive an AMLA scholarship.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Member's Signature

\_\_\_\_\_  
Date

**PART II:** Information to be provided by school Counselor (High School Students Only)

Cumulative GPA: \_\_\_\_\_ Graduating High School: \_\_\_\_\_

\_\_\_\_\_  
High School Counselor Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date

**Part II:** College and/or trade/vocational school you attend or plan to attend.

\_\_\_\_\_

**Category I & II applicants already in college:** Please attach an unofficial transcript with your current GPA listed.

**Part III:** Essay – Please type essay of no more than 500 words and incorporate how our motto: Teach, Coach, Mentor, Lead will be incorporated into your plan.

AMLA is a IRC 501(c)(3) Charitable Organization – [www.amla-tcml.org](http://www.amla-tcml.org)