



LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA

2021 APPLICATION FOR SCHOLARSHIP

[www.lspsc.org](http://www.lspsc.org)



Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Student ID Number: \_\_\_\_\_

**Eligibility Requirements – Each candidate must:**

- A. Be preparing for a career as a legal secretary/paralegal or for a legal support staff position.
- B. Be enrolled in a school of advanced education.
- C. Be in need of financial assistance.
- D. Have at least a “B” average (or not below an average of 80% if the percentile system is used) or the equivalent work/life experience.
- E. If selected the winner, attend a state recognition meeting of Legal Staff Professionals of South Carolina.

Applications will be judged on need, merit, and ability as follows:

- 40% Need** - Applicant’s financial situation (where applicable), whether outside help is being received by the applicant or other sources (including other scholarships), and job(s) held.
- 35% Merit** - Includes (1) evaluation of narrative (Section IV of application) and (2) school activities, leadership record and initiative. Application should be typed, information complete, and presentable, including neatness, accuracy, spelling, grammar, etc.
- 25% Ability** - Includes GPA, standing or rank in class, letters or recommendation, educational background (including transcripts), and other information reflecting applicant’s ability.

***PLEASE NOTE:*** *Legal Staff Professionals of South Carolina must receive this application no later than **Friday, February 26, 2021**. Funds awarded are available for a period of one (1) year from the date of notification. The careful and detailed completion of this form is very important. The answers to the questions on the following pages will be kept in strictest confidence.*

**Submit Application to:**  
Christine Vandenberghe  
2020-2021 Scholarship Chairman  
Burr & Forman LLP  
Post Office Drawer 3  
Hilton Head Island, SC 29938

**I. ATTACH TO THIS APPLICATION FORM FROM THE FOLLOWING:**

- A. Official transcript of school grades. Transcript should show number of students and applicant's rank in class.
- B. Two Letters of Recommendation addressed to LSPSC Scholarship Chairman with (1) one letter from the applicant's major teacher, professor or school counselor, if currently a student, and (2) one letter from the applicant's employer or an individual, other than a family member, providing their relationship with the applicant and stating the applicant's character, personality, initiative, and work skills. (Note: If the applicant is not currently a student, one letter should be provided by applicant's employer and the other by an individual other than a family member.)

**II. EDUCATION/EMPLOYMENT:**

A. Current School: \_\_\_\_\_  
City/State: \_\_\_\_\_  
Field of Study / Major: \_\_\_\_\_  
Cumulative grade average: \_\_\_\_\_  
Number of students in class / Rank in class: \_\_\_\_\_

B. Other Education:

High School: \_\_\_\_\_  
City/State: \_\_\_\_\_  
Degree: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

School: \_\_\_\_\_  
City/State: \_\_\_\_\_  
Degree: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

School: \_\_\_\_\_  
City/State: \_\_\_\_\_  
Degree: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

C. Employment (current/former):

Employer: \_\_\_\_\_  
City/State: \_\_\_\_\_  
Length of Employment: \_\_\_\_\_  
Job Duties: \_\_\_\_\_

Employer: \_\_\_\_\_  
City/State: \_\_\_\_\_  
Length of Employment: \_\_\_\_\_  
Job Duties: \_\_\_\_\_

**III. FAMILY/FINANCIAL INFORMATION:**

- A. If applicant is emancipated:
  - 1. State number of dependents: \_\_\_\_\_
  - 2. Ages of dependents: \_\_\_\_\_
  
- B. If applicant lives with parents, state parents' information:
  - 1. Parents' occupation: \_\_\_\_\_
  - 2. Parents' ages: \_\_\_\_\_
  - 3. Number of other dependants living at home: \_\_\_\_\_
  
- C. Living arrangements while attending school (e.g. dormitory, apartment, etc.)  
\_\_\_\_\_  
\_\_\_\_\_
  
- D. List any scholarships, loans, or grants, state source and amounts anticipated to be received by applicant towards coming year.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- E. State any financial source, entity, individual or assistance that will be contributing to the payment of your school costs. (e.g. tuition, books, etc.)  
\_\_\_\_\_  
\_\_\_\_\_
  
- F. State any employment/internship anticipated while attending school, number of hours, and if this is through a work study program.  
\_\_\_\_\_  
\_\_\_\_\_
  
- G. State applicant's financial need requiring funding.  
\_\_\_\_\_  
\_\_\_\_\_

**IV. PERSONAL STATEMENTS (Please provide responses listed in space below:**

- A. Briefly explain your interest and goals in pursuing a career in the legal field.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Briefly describe significant accomplishments, recognitions, community service involvement, or positions of responsibility you have achieved.

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C. Briefly explain your reason for pursuing the LSPSC scholarship and how you plan to promote interest for others to pursue the same if you are selected as the scholarship recipient.

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**I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

Recommended By:

\_\_\_\_\_  
Local Chapter

\_\_\_\_\_  
School, College, or University

**The application and attachments are to be submitted to the LSPSC Scholarship Chairman by February 26, 2021.**