



SCHOLARSHIP PROGRAM APPLICATION FORM

The FJAA Scholarship Program was established to enable members in good standing to pursue their educational goals and professional development by taking courses and attending seminars and workshops to provide additional knowledge and skills to enhance job performance.

PLEASE TYPE OR PRINT:

Name: _____ SSN: _____
(Last) (First) (M.I.)

Name of Judicial Officer: _____

Court Address: _____

Phone: _____ Fax: _____

E-mail Address: _____

FJAA Membership: Yes No

How long have you been a member of FJAA: _____

Number of Conferences Attended: _____

EDUCATIONAL BACKGROUND:

School: _____ Dates Attended: _____

Highest Degree: _____

Scholarship to Be Used For: Course(s) Seminar(s)/Workshop(s)

Course/Seminar Workshop Title(s): _____

Educational Institute or Agency: _____

Length of Program(s): _____

Exact Cost of Program(s): _____

Brief Description of Program(s): _____

I have served FJAA in the following ways: _____

Are you eligible for or receiving other training or educational funds? Yes No

If yes, to what extent: _____

Why are you applying for this scholarship, and why is it important that you receive this award? (Use extra pages if necessary)

Have you ever received a FJAA scholarship before? Yes No

If yes, when and for what course(s) or program(s):

Is your judge aware of your intent to take this course/program and does he/she approve: Yes No

By applying for this scholarship, I agree that my name will be published in the FJAA Newsletter, *In Brief*, and will be provided to members at the annual meeting. I also understand and agree that if I receive a scholarship, I will write a brief article for the FJAA Newsletter, *In Brief*, describing the course content and the value of the educational program. I further understand and agree I must provide proof of successful completion of the course/program and I will return the funds to the Scholarship Program if I do not successfully complete the program.

DATE

SIGNATURE

THE DEADLINE FOR RECEIPT OF APPLICATIONS IS MAY 31ST OR AUGUST 31ST.

Send Applications to:

Emily Smith
Scholarship Chair
United States District Court-
Western District of Tennessee
111 S. Highland Avenue, Room 444
Jackson, TN 38301
731-421-9206
emily_smith@tnwd.uscourts.gov

Please take advantage of this wonderful program to enhance your skills and personal growth. The more diversified a person is, the better chance of keeping our jobs in the uncertain future for judicial assistants. This does not cost a member a thing, other than the time it takes to fill out the application.

The FJAA Scholarship Program is gifted twice a year (when applicable), and is administered by the Professional Development & Continuing Education Committee (PDCEC) to enable and assist members in good standing to pursue their educational goals and professional development by taking courses and attending seminars and workshops to provide additional knowledge and skills to enhance job performance.

The course or training program for which the scholarship is used does not have to be applied toward a degree, but must be work or career-related so that the courts and the individual recipient benefit.

When making application for the scholarship, please remember to provide the **exact** amount that you are requesting **and documentation to support the request**. If applications are sent by mail, they must bear be postmarked by May 31st or August 31st. No extensions will be granted. Applications are accepted through email, regular mail, and fax to the chair of the committee. Applications postmarked after May 31st or August 31st will not be considered.

For other questions or inquiries, please contact:

Emily Smith
Scholarship Chair
Chambers of Hon. S. Thomas Anderson
United States District Court-
Western District of Tennessee
111 S. Highland Avenue, Room 444
Jackson, TN 38301

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