

ANNOUNCING

Richland County Association of Educational Office Professionals

RCAEOP



BE THE ESSENTIAL PIECE!

STUDENT SCHOLARSHIP OPPORTUNITIES

Provided to assist students who wish to pursue higher education.

The 2025 scholarships are valued at \$500.

Please read carefully and follow the accompanying GUIDELINES.

**Application and accompanying materials must be postmarked
or emailed by **March 1, 2025** and mailed to:**

**Sharon Jackson
RCAEOP Scholarship Chairperson
Watkins-Nance Elementary School
2525 Barhamville Road
Columbia, SC 29204**

If you have any questions, please call or email:

**Mrs. Jackson
(803) 733-4321**

sharon.jackson@richlandone.org

Rev. 11/7/2024

**Richland County Association of Educational Office Professionals
STUDENT SCHOLARSHIP
2025 GUIDELINES**



The RCAEOP Student Scholarships were established to assist students who wish to pursue higher education. **All 2025 scholarships are valued at \$500.**

CRITERIA

- Need for financial assistance
- Scholastic achievement
- Written Essay (See attached for essay title)
- Extracurricular Activities/Community Service Activities

ELIGIBILITY

- Applicant must be a *graduating high school senior* from Richland Districts One or Two.
- Applicant must have maintained a grade point average of 2.0 or higher.
- Applicant must be a former graduate of Richland One or Two currently pursuing a two or 4-year degree or continuing his/her education at an accredited institution of higher learning in the State of South Carolina in the 2025 fall term.
- Applicant must be a United States citizen and a resident of South Carolina.

APPLICATION PROCESS

Applicant must complete the entire RCAEOP Scholarship Application Packet. The following items **must** accompany your application packet:

- **Official** copy of high school/college transcript (accepted via Parchment). High school transcript (must indicate class rank).
- Completed one-page essay (see attached for essay title). Attachment accepted.
- Three (3) letters of recommendation:
 - From a principal, counselor, advisor, **or** other school administrator;
 - From a teacher or professor;
 - From another adult (**RCAEOP members and family are exempt**).

Mail completed application packet along with official transcript and recommendation letters to address listed below. **Application materials must be POSTMARKED BY or EMAILED BY March 1, 2025 (11:59 PM).**

SELECTION CRITERIA/PROCEDURE

- The RCAEOP Scholarship Committee will select a panel of judges to review scholarship applications.
- All applicants will be notified immediately following judges’ decision (**judges’ decision is final**).
- Scholarship certificate(s) will be presented to the recipient(s).
- Check(s) (\$500) will be issued to the recipient(s) **upon receipt** of proof of enrollment certifying that the recipient(s) is/are registered for the 2025 Fall term.

JUDGING CRITERIA	
Need for Financial Assistance	25%
Scholastic Achievement	25%
Written Essay	25%
Extracurricular/Community Service Activities	25%

Application and accompanying materials must be **postmarked or emailed by March 1, 2025** and mailed to:

Sharon Jackson, Chair
RCAEOP Scholarship Committee
Watkins-Nance Elementary School
2525 Barhamville Road, Columbia, SC 29204
[**sharon.jackson@richlandone.org**](mailto:sharon.jackson@richlandone.org)



Richland County Association of Educational Office Professionals
2025 STUDENT SCHOLARSHIP APPLICATION
BIOGRAPHICAL INFORMATION SHEET

Name of Applicant _____
First Middle Last

Father's Name _____ Mother's Name _____

Father's Address _____
Street City Zip

Mother's Address _____
Street City Zip

Father's Occupation _____ Mother's Occupation _____

Number of parents' dependents (not including you) and their ages: _____

Number of dependent siblings/parents also attending college: _____

What is your chosen major? _____

What are your career plans? _____

Please check the range of your family's income:

- | | | |
|--|--|--|
| <input type="checkbox"/> Below \$25,000 | <input type="checkbox"/> \$45,000 - \$54,999 | <input type="checkbox"/> \$75,000 - \$84,999 |
| <input type="checkbox"/> \$25,000 - \$34,999 | <input type="checkbox"/> \$55,000 - \$64,999 | <input type="checkbox"/> \$85,000 - \$94,999 |
| <input type="checkbox"/> \$35,000 - \$44,999 | <input type="checkbox"/> \$65,000 - \$74,999 | <input type="checkbox"/> \$95,000 and Above |

List any other family/financial circumstances that should be considered. _____

I, the applicant, certify that the above information is true and correct.

Signature of Applicant

Date

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2025 STUDENT SCHOLARSHIP APPLICATION

ESSAY

SCHOOL VIOLENCE: Types, Causes, Impact and/or Prevention

(Please type) Essay should be 500 words or less on above topic. Sign and date this sheet and include with your application packet. Attachments accepted.

Signature of Applicant

Date