

**ASSOCIATION OF LEGAL ADMINISTRATORS  
TULSA CHAPTER**

**EDUCATIONAL SCHOLARSHIP APPLICATION**

This Application is submitted in accordance with the Association of Legal Administrators' Tulsa Chapter Educational Scholarship Award Policy adopted July 12, 2000 and amended July 13, 2005.

Applications for consideration are to be submitted to the Chapter President, who also serves as the Chairperson of the Scholarship Committee, no later than 45 days prior to the event. The Scholarship Committee, based upon the criteria outlined in the policy, may make award recommendations for the reimbursement of any one item of the following common expenses, or any combination of the following common expenses: early bird registration; lodging (not to exceed the rate of the host hotel); transportation costs (the lesser of the Internal Revenue Service mileage allowance or the 30-day advanced purchase price air fare); a fixed allowance for multiple attendees. Scholarships may be awarded for the early-bird level of registration fees and/or lodging expenses (not to exceed the rate of the host hotel) and/or transportation costs (lesser of the Internal Revenue Service mileage allowance or the 30-day advanced purchase price air fare) and/or a fixed allowance for multiple attendees, established by the Scholarship Committee.

The following information will be considered in processing this Application: (Please attach an additional sheet if more space is needed.)

(a) Name: \_\_\_\_\_

(b) Firm: \_\_\_\_\_

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

(c) What funding assistance are you applying for:

- Lodging
- Transportation
- Early Bird Registration
- All of the Above
- Other \_\_\_\_\_

(d) I am receiving educational assistance from other sources for the above stated event. If yes, please explain. Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(e) Number of years of ALA membership: \_\_\_\_\_

(f) Any current or past ALA committee positions: \_\_\_\_\_

\_\_\_\_\_

(g) Any current or past ALA Board positions: \_\_\_\_\_

\_\_\_\_\_

- (h) Any other factors pertinent for consideration: \_\_\_\_\_  
\_\_\_\_\_
- (i) How many chapter meetings have you attended in the past twelve months: \_\_\_\_\_  
\_\_\_\_\_

In addition to the above, the Committee will consider the following in determining educational scholarship awards:

1. The member's ability to maintain professional and personal relationships within the Chapter and the profession;
2. Other objective and subjective criteria outlined in the Application; and
3. Other objective and subjective criteria deemed appropriate by the Committee.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Committee Approval: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_