

VSCA SCHOLARSHIP RULES & ELIGIBILITY REQUIREMENTS 2010

ELIGIBILITY:

The candidate must be the *child* of an Active or Life Member, of the Virginia State Claims Association. *The parent must have been a member in good standing for the prior 2 calendar years and have current Dues paid prior to submitting the child's Application. Local Association dues must be received by the State Treasurer prior to August 1 of the current year.*

REQUIREMENTS: (THE APPLICATION WILL NOT BE CONSIDERED WITHOUT THIS INFORMATION)

1. Certification of Parent's Eligibility stating the name of the parent, insurance affiliation including job title and name of employer, local association and number of years of membership. The State Director should complete and sign the certification section – if Director is the parent, the Treasurer shall complete this section.
2. Application Cover Page to include current photo.
3. Copy of applicant's Birth Certificate. (In the event of legal guardianship, copies of the appropriate legal papers should be included with the application). (see forms).
4. Copy of letter of acceptance from College/University or Documentation that the Student is enrolled for the upcoming School Year
5. Personal letter from the Applicant explaining why he or she should be selected. The letter should detail school and community activities he or she considers important to his or her life and why. The applicant should differentiate between participation only and leadership in school and/or community positions or activities. The letter must be germane to the current school year.
6. Summary of activities on a separate sheet from the personal letter.

*** COLLEGE FRESHMAN – ADDITIONAL REQUIREMENTS:**

1. A copy of your high school transcript (all years). If the final grades for your senior year are not available, provide the first semester grades and grades for the most current grading period.
2. A copy of the SAT scores if not included in the Transcript.
3. At least one (1) letter of recommendation mailed directly to the Scholarship Chair from a faculty member or current teacher at the High School, where applicant is enrolled.

*** UPPER CLASSMAN – GRADUATE SCHOOL – ADDITIONAL REQUIREMENTS:**

1. A copy of all grades for all years the applicant has attended college.
2. Two (2) letters of recommendation mailed directly to Scholarship Chair from faculty members or professors from current school year, where applicant is enrolled,

RULES:

1. No Member of the VSCA shall participate in the selection of a Scholarship winner. Judges from the Academic and Educational Field shall be selected by the Scholarship Committee.
2. **Incomplete Applications will not be considered.** However, should the lack be in a separate summary of activities or letters of recommendation, the Scholarship Committee can consider those applications at their discretion. Scoring shall be done on a point basis, based on the content of the Personal Letter, Activities, Grades and Letters of Recommendation.
3. Scholarship Awards are based on earnings from a Perpetual Fund Account, and/or private donations. The amount of the Awards to be given each year is solely at the discretion of the State Board of Directors.
4. The scholarship committee must receive the Applications or they must be postmarked no later than July 1 of the current year. Any material not received by that date may be penalized at the discretion of the Scholarship Committee.
5. Notification to Scholarship Winners will be made as soon as possible, so financial planning can be made for the upcoming year.

ALL APPLICATIONS SHOULD BE SUBMITTED TO THE SCHOLARSHIP CHAIRMAN AS FOLLOWS:

Roy Hinton
C/O Claims Service Corp. of America
901 Moorefield Park Drive, Suite 110
Richmond, VA 23236
(804)320-6000 x13303
Fax (804)320-6060
rhinton@cscofa.com

Forms available on the web site:

1. Application Cover Letter
2. Certification of Parent's Eligibility