

LICKING COUNTY GUIDANCE COUNSELORS

The Licking County Sheriff's Office Citizen's Academy Alumni is offering two separate (\$500.00) scholarships to all graduating seniors that plan to pursue a degree in Criminal Justice.

Please mail all applications to the:

**Licking County Sheriff's Office
Attn: Citizen's Academy Alumni Liaison
155 East Main Street
Newark, Ohio 43055**

Guide Lines for Scholarship

1. Licking County High School Seniors who plan a Career in Criminal Justice are eligible for said Scholarship.
2. Applicant must be accepted to an accredited college or university and provide a letter of acceptance to that fact. Said letter of acceptance shall include the following:
 - School letterhead
 - School address
 - School telephone number
 - Point Of Contact (POC).
3. Applicant must have **ALL** required paper work in the scholarship request packet (see below). Any omissions from said list shall disqualify applicant without consideration.
 - Letter of acceptance to an accredited college or university in interest of a **Criminal Justice** degree (see item #2).
 - A letter of reference (clergy, counselor, teacher or public official).
 - SAT and/or ACT scores/transcripts. **ACT scores must show Composite Score highlighted.**
 - Transcript of GPA for **current** school year.
 - Essay of not more than 250 words stating both short and long term goals for your life, and why you chose to go into the criminal justice field.

NO news clippings, school paper inserts, pictures, etc., shall not be included in the application packet.
4. **Applicant must** have the completed scholarship request packet postmarked by the 15th of March of the current school year (any packets postmarked after the 15th of March will be disqualified **without** consideration).
5. Please include current home phone number or cell number and an e-mail address.

Scholarship Committee Guide Lines

1. Scholarship Committee shall consist of the Five Alumni Board Members.
2. The Scholarship Board President shall coordinate all Scholarship Committee meetings and establish meeting dates and times as required.
3. If one or more members of the Scholarship Committee has a direct link to applicant i.e., relative or friend, they shall abstain from the Scholarship Committee for the duration of that particular scholarship, and a substitute may temporarily be assigned by the Chair (Alumni President).
4. All non-winning applications (after Scholarship Committee decision is made), will be destroyed upon completion of the scholarship selection process.
5. Names of applicants shall not be disclosed to members of Scholarship Committee and shall be kept in strict confidentiality until after the Scholarship Committee has awarded said scholarship(s).
6. Names of scholarship winner(s) will not be disclosed to anyone outside the Committee until after the Scholarship(s) are awarded.
7. The Alumni Liaison shall: receive all applicant packets and verify that all required documents are included in the packets listing names, addresses, and telephone numbers on a separate list, and black out all references to names or gender of applicant on said application packet prior to turning said application over to the Scholarship Committee. Liaison must assign corresponding numbers to applicant's names and applications for identification purposes.
8. Scholarship Committee will mail scholarship applications to **ALL** Licking County High Schools no later than January 31 of the current year.
9. Scholarship Committee will maintain a current listing of **ALL** Licking County High Schools, with points of contact.
10. Scholarship(s) will be presented at the individual school assembly, if possible, with at least two Alumni Officers and Liaison (if possible), during said presentation. Dress for said presentation will be Alumni dress shirt and slacks, and for the Liaison, official uniform.