

## CERTIFICATION SCHOLARSHIP(S)

**Background:** NFPA and a selected sponsor (or sponsors) ("Sponsor(s)") will award one PACE and/or PCCE scholarship each year.

**Award:** Provided that sponsorship is obtained, NFPA will award one (1) PACE and/or one (1) PCCE Scholarship each year.

This award will include the PACE or PCCE Exam fee; the PACE Application and Handbook fees; the PACE or PCCE Study Manual; enrollment in the NFPA online practice exam; and enrollment in an online review course of the sponsors choosing.

- a. A copy of the winning essay will be sent to the Sponsor(s) for the award. The essay will be reprinted in the *National Paralegal Reporter*, when space can be allocated. The winning essay shall become the property of NFPA and the recipient shall surrender any claim to the ownership of said essay upon acceptance of the scholarship. The recipient's name will be mentioned in the *National Paralegal Reporter* and press release(s) issued by NFPA to appropriate parties about the scholarship recipient.
- b. The recipient(s) will receive a commemorative plaque provided by NFPA.

### Application Packets:

- a. All applications must include:
  - i. A completed application for the PACE/PCCE Scholarship (must be eligible or the submission will not be considered).
  - ii. An essay on a topic to be determined by the vice president and director of paralegal certification with the concurrence of the NFPA Board of Directors.
  - iii. An Affidavit from the applicant attesting that he/she (i) meets the eligibility requirements for the PACE/PCCE; (ii) agrees to take the exam within one year of receipt of the scholarship; and (iii) is either an individual sustaining member of NFPA or is a member in good standing of a NFPA member association.
- b. No application will be considered without all component parts.

**Basic Eligibility Requirements:** The criteria listed below may be utilized in selecting scholarship recipients.

- a. Must meet PACE/PCCE eligibility requirements.
- b. Must be an individual sustaining member of NFPA or a member in good standing of a NFPA member association at the time of the NFPA Annual Convention in the year for which the scholarship is awarded.
- c. Must agree to agree to take the PACE/PCCE within one year of the scholarship award.

- d. Must acknowledge that the scholarship is to be used solely and exclusively for the purpose of taking PACE/PCCE.
- e. Prior unsuccessful attempts to take PACE/PCCE will not cause the applicant to become ineligible for the scholarship award. However, scholarship winners may not receive the scholarship as a reimbursement for PACE/PCCE expenses already incurred prior to the date of the award.

**Award Criteria:** The Judges will review applications based on the following criteria and weightings, which were determined by the NFPA Board of Directors:

- a. Application/Affidavit – 5%
- b. Essay – 40%
- c. Years of paralegal experience – 15%
- d. Efforts to further the paralegal profession in the community. (This may be through pro bono work, serving on committees, local association boards, bar association committees, etc.) – 20%
- e. Leadership in place of employment and within local association and/or in the community - 15%
- f. Miscellaneous other criteria (might include financial need, whether the applicant's employer will reimburse for costs associated with PACE/PCCE) –5%

**Disqualification:** Applicants may be disqualified for any one of the following reasons:

- a. Conviction of a felony or comparable crime as defined by an individual state that does not have felony designations.
- b. Currently under the suspension, termination, or revocation of a certificate, registration of a certificate, registration or license to practice by a professional organization, court, disciplinary board or agency in any jurisdiction.
- c. Falsification or misstatements on any part of the PACE/PCCE Scholarship Application or plagiarism of any part of the essay.
- d. Failure to meet the PACE/PCCE eligibility criteria or dishonesty in the Affidavit accompanying the application.

NOTE: Applicants will not be disqualified for prior unsuccessful attempts to take PACE/PCCE.

**Default:**

- a. In the event that the scholarship recipient does not meet PACE/PCCE eligibility criteria, the scholarship shall be forfeited.
- b. If, during the nine months following the scholarship date, the scholarship recipient is not able to use the scholarship, he/she must notify the vice president and director of paralegal certification immediately. In the case of a default by the scholarship recipient, the applicant with the next-highest score from the Judges shall receive all previously unused benefits of the scholarship.

- c. In the event that a PACE/PCCE scholarship recipient does not either (a) use the scholarship in the year after he/she is awarded the scholarship at the awards luncheon during Convention for any reason, or (b) does not notify the vice president and director of paralegal certification within nine months of receiving the scholarship of the inability to use the scholarship for any reason, that person shall be ineligible to reapply for the scholarship.