



NEW JERSEY ASSOCIATION OF LEGAL SECRETARIES, INC.

REPLY TO:

Barbara W. Lemley
Scholarship Chair
21 Whitney Drive
Middlesex, NJ 08846
Cell Phone: 908-328-2101
E-Mail: blemley@newjerseylaw.net

January 13, 2020

Guidance Department
East Side High School
238 Van Buren Street
Newark, NJ 07105

RE: Dorothy E. Smeaton and Jean M. Napolitano
Memorial Scholarship

Dear Sir/Madam:

Enclosed please find an application for the Dorothy E. Smeaton and Jean M. Napolitano Memorial Scholarship, which will be awarded in the amount of \$1,500.00, sponsored by NJALS...the association for legal professionals. Please make the application available to any student who is graduating from high school or already enrolled in college. The applicant must be pursuing a law related career - i.e., Legal Assistant, Paralegal, Criminal Justice, Pre-Law or Law major.

The completed application, along with the supporting documentation indicated thereon, should be returned to me by E-Mail or to the above address by March 16, 2020.

Thank you for your attention. Should you have any questions, please do not hesitate to contact me at the above number.

Very truly yours,

Barbara W. Lemley

/bl

Enclosure

{A1182328.1 }



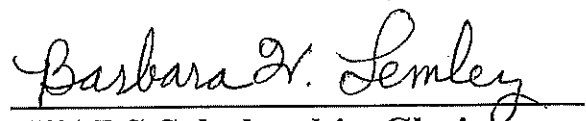
NJALS...the association for legal professionals

DOROTHY E. SMEATON AND JEAN M. NAPOLITANO MEMORIAL SCHOLARSHIP AWARD

**“...a program established to promote and encourage students
pursuing a career in the legal field...”**

\$1,500.00 Scholarship Award

In a continuing effort to support the energies and talents of those students interested in legal education, NJALS...the association for legal professionals awards one scholarship each year. We hope that these awards will contribute to the pursuits of the recipients as they prepare to meet the challenges of the future.



NJALS Scholarship Chair

Barbara W. Lemley

blemley@newjerseylaw.net

This copy is for NJALS Scholarship Applicant – cover page

NJALS...the association for legal professionals

DOROTHY E. SMEATON AND JEAN M. NAPOLITANO MEMORIAL SCHOLARSHIP AWARD

APPLICANT'S RULES AND REGULATIONS

1. Scholarships are awarded on the basis of financial need, scholastic achievement, and leadership ability. The awards may be granted in such law-related fields as the NJALS Executive Board shall designate with a special emphasis on prospective legal support staff. No applicant may be a member of the immediate family of a current NJALS member.
2. The scholarship applicant must:
 - (a) have a grade point average of "B" or above;
 - (b) be in need of financial assistance; and
 - (c) be a high school senior or be enrolled in a school of advanced education.
3. No applicant may submit an applicant directly to the NJALS Scholarship Chair. All applications must be sponsored by a NJALS voting member in good standing who shall submit the application to the NJALS Scholarship Chair. Any questions may be directed to the NJALS Scholarship Chair.
4. In the event any winner is unable to accept the scholarship award, said scholarship award shall go to the next highest finalist. If any winner accepts the scholarship award and thereafter is unable to attend school, the award of any unused balance thereof shall be returned to NJALS.
5. One scholarship shall be awarded each year. Half of the award payment shall be paid directly to the school of the winner's choice for enrollment for the Fall term by the NJALS Treasurer on direction of the NJALS Scholarship Chair. Prior to December 1 of the school year, the winners shall notify the NJALS Scholarship Chair of their intention to continue school. Thereafter, the balance of the award shall be forwarded to the respective school by the NJALS Treasurer on direction of the NJALS Scholarship Chair.

NJALS...the association for legal professionals

DOROTHY E. SMEATON AND JEAN M. NAPOLITANO MEMORIAL SCHOLARSHIP AWARD SCHOLARSHIP APPLICATION

PROCEDURE FOR SUBMITTING APPLICATION: One copy of this form and all attachments must be submitted to the NJALS Scholarship Chair. Entries must be postmarked by March 16, 2020 or e-mailed to blemley@newjerseylaw.net by March 16, 2020.

Grade point average of the applicant must be "B" or above.

To each copy of the scholarship application attach the following in the order given:

1. Two one-page 8-1/2 x 11 letters of recommendation on plain paper addressed to NJALS. One may be from applicant's major teacher or counselor and the other from a non-relative or non-member of NJALS. Letters must be signed and writer's capacity must be stated. The following information should be included:

- (a) The applicant's activity and leadership record in school and/or community;
- (b) A description of the applicant's personal traits, character, personality and drive;
- (c) Reasons why the applicant needs the scholarship award.

2. Transcript of applicant's grades.

3. Scholarship Questionnaire to be completed by applicant (see attachment).

4. Autobiographical statement in narrative form prepared and typed by applicant on 8-1/2 x 11 paper, unsigned, giving family background and expressing why and how this award will contribute to pursuit of educational goals.

PLEASE NOTE: Any references to applicant's identity must be deleted from the transcripts. All letters, including applicant's statement must not disclose the identity of the applicant. Any violation of this section will result in disqualification.

Please (print or type) - NJALS Chair to remove this portion - I.D. # Assigned _____

NJALS Member in Good Standing submitting application _____

Name of Applicant _____ Date of Birth _____

Address/Phone _____

School: _____ Principal's Name: _____

Expected Date of Graduation _____

Signature of Applicant _____

This copy is for NJALS Scholarship Applicant – Scholarship Application

4. Have you been employed or have you done volunteer, community service, and/or charitable work while in school? _____ If so, please explain:

5. Why do you want to pursue a career in the legal field?

6. What are your long term goals?

7. Do you have any other source of financial aid?

8. Will it be possible for you to continue your advanced education without financial assistance? _____ Please explain briefly:

9. Other comments: