

INSTRUCTIONS TO APPLICANTS

The Los Angeles County Sheriff's Children's Scholarship Fund awards college grants to the children and stepchildren of full-time, **sworn** Los Angeles County Sheriff's Department personnel. To be eligible, all applicants must be high school seniors.

1. Complete pages 1-3 of the attached application form. Please type or print clearly.
2. Request your current high school transcript. Your application will be incomplete – and cannot be considered – without an official (sealed) transcript. Your transcript should include your class ranking, if available.
3. Give the attached Instruction Sheet to each person who agrees to write a letter of recommendation for you. **At least one letter should be from a recent teacher or counselor. Please note that letters from relatives will not be accepted. The letters cannot be submitted with the application package.** The letters must be faxed to (323) 415-1973 or sent via email to lagallih@lasd.org. The two letters must be received by the deadline date.
4. Your application and official transcript may be hand-delivered or mailed to:

Los Angeles County Sheriff's Department
Professional Development Unit
11515 S. Colima Road, K bldg.
Whittier, CA 90604
Attn: Laura Galliher, Operations Assistant III

The Selection Board will not accept copies of awards, articles, news clippings, etc. The Board-approved student application package will consist of:

- Completed Application, including hard copy verification of SAT and ACT scores. (Copy of scores from College Board will be accepted).
- Official (sealed) transcript
- Two letters of recommendation

NOTE: The letters of recommendation cannot be included with the application and sealed transcript and must be delivered separately via fax or email. If the letters are included with the application and transcript, they will not be accepted and the application will be considered incomplete.

5. The deadline for receiving the completed application package (application, sealed transcript and two letters of recommendation) is **Friday, March 18, 2016**. Applications received after this date will not be accepted.
6. The volunteer, all-civilian Scholarship Selection Committee expects to meet in April to choose the finalists and the finalists will be asked to attend personal interviews. The awards ceremony will be held in May 2016.

INSTRUCTIONS REGARDING LETTERS OF RECOMMENDATION

The Los Angeles County Sheriff's Children's Scholarship Fund awards college grants to the children and stepchildren of full-time, **sworn** Los Angeles County Sheriff's Department personnel. To be eligible, all applicants must be high school seniors.

These are merit scholarships. The most important factor is academic accomplishment, but the selections are also based on other criteria, including personal character, extracurricular activities, and potential for success.

To assist in the difficult task of choosing the finalists, the Scholarship Selection Committee requires two letters of recommendation (maximum of two letters, no more than two pages per letter). **At least one letter should be from a recent teacher or counselor. Please note that letters from relatives will not be accepted.**

Please provide answers to the following questions:

1. What qualities make this student stand out from the others?
2. How has this student been involved in either/both student life and community service?
3. Has this student taken a leadership role on campus?

Your willingness to share your knowledge about an applicant by writing a letter of recommendation is appreciated.

The letters may be faxed to (323) 415-1973 or emailed to lagallih@lasd.org.

Please note that the deadline to receive the letters is **Friday, March 18, 2016**.

If you have any questions, please contact Laura Galliher via email at lagallih@lasd.org.

APPLICATION FOR THE L.A. COUNTY SHERIFF'S CHILDREN'S COLLEGE SCHOLARSHIP

PLEASE TYPE OR PRINT

STUDENT INFORMATION:

Name: _____ Date of Birth: _____

Home address: _____

City: _____ State: _____ Zip Code: _____

Home phone: _____ Cell phone: _____

Email: _____ Expected graduation date: _____

High school: _____

Address: _____

City: _____ State: _____ Zip Code: _____

College you will attend (if uncertain, list colleges to which you have applied) and expected graduation date: _____

SAT Scores* _____ ACT Scores* _____

(*Attach hard copy verification of SAT or ACT scores. Write "N/A" if tests were not taken.)

Honors and awards received in high school:

1. _____

2. _____

Please answer the following questions:

Your favorite book: _____

Your favorite movie: _____

Four adjectives that you would use to describe yourself: _____

PARENT INFORMATION:

Name: _____ Employee number: _____

Current Unit of Assignment: _____

Phone: _____ Email: _____

- Employment during high school:

Employer	Description of Job	Date of Participation	Name & Telephone Number of Contact

- List your extracurricular and community service activities. Please note that sustained commitment is more important than a long list of activities.

[illegible]

- Where do you see yourself 10 years from now?
- Describe the academic accomplishment (major paper, science projects, artistic project, or performance) that you are most proud of and tell us why you take special pride in it.
- Which extracurricular activity has been the most important to you and why?
- Pick a person who has had a major impact on the country, or the world, and tell us what the impact has been.