



THE PUERTO RICAN BAR ASSOCIATION OF FLORIDA SCHOLARSHIP FOUNDATION  
2699 Stirling Road, Building B, Suite 200, Fort Lauderdale, Florida 33312

February 10, 2010

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Miami, Florida 33137

**Please reply to:**  
[nydia@menendezlawfirm.com](mailto:nydia@menendezlawfirm.com)  
Telephone: (954) 963-7220  
Facsimile: (954) 933-7232

Re: Scholarship Availability

Dear Raul:

As you know, the Puerto Rican Bar launched a scholarship foundation last year.

I am reaching out to you because you are the President of ASPIRA. Accordingly, we are making our application available to you, so that you can nominate some of the applicants from your program who meet our criteria, for our review and consideration.

It is with immense honor and respect for the work that you do for our youth that we are reaching out to you. Sharing a common goal is of enormous reward for us. I look forward to a long-lasting partnership of propelling our youth into the path of higher education.

I would be glad to answer any questions you may have about the scholarship and/or the selection criteria. In the meantime, I remain ...

Sincerely Yours,  
THE PUERTO RICAN BAR ASSOCIATION OF FLORIDA SCHOLARSHIP FOUNDATION

Nydia Menéndez, Esq.  
President

# PUERTO RICAN BAR ASSOCIATION OF FLORIDA SCHOLARSHIP FOUNDATION

## APPLICATION INSTRUCTIONS ACADEMIC YEAR 2010-2011

Thank you for your interest in the Puerto Rican Bar Scholarship Foundation (the "Foundation") and for applying to the Foundation for a scholarship. Your application for this grant demonstrates your intent to pursue higher education – a goal we embrace and a journey we want you to share with us!

Please read the guidelines and instructions carefully. Pay special attention to the eligibility criteria. Make sure that you are eligible before you complete the application. *The Foundation will not make any exception to the eligibility criteria.*

**Deadline for Submissions:** Applications will be accepted starting on February 1, 2010. The deadline for applications to be *received* will be July 15, 2010. *All supporting information and documentation pertaining to the application must also be received no later than July 15, 2010.*

Please note that much of the information required by the Foundation must be provided by third parties. Accordingly, you should make sure to request the documentation in advance to allow time for these documents to be *received* by the Foundation prior to the deadline.

Any documentation received by the Foundation will not be returned to you. Accordingly, please make sure you preserve the originals if you will need to have them.

All applicants will be informed of the determination of their applications by August 1, 2010.

(If any deadline set forth herein is on a weekend or legal holiday, the deadline will be moved to the following business day.)

### **Mail Application To:**

The Puerto Rican Bar Association Scholarship Foundation, Inc.  
2699 Stirling Road, Building B, Suite 200, Fort Lauderdale, Florida 33312  
Telephone: (954) 963-7220

**Selection Process And Award Notification:** Applications are evaluated by the Selection Committee. The Selection Committee is comprised of the Foundation's Board members.

The applications will be reviewed to assess academic achievement, community service, and leadership potential. An application will not be reviewed unless all the requirements have been complied with. It is the applicants' obligation to ensure a complete application is made available to the Foundation for review. Please use the attached checklist to ensure that your application is complete.

**General Eligibility Requirements:** To assist the Selection Committee in evaluating an application, all applicants must comply with the following requirements:

- Timely submission of a completed application. The deadline for all applications and supporting documentation is to be *received* by July 15, 2010. We will not consider the postmark. Please answer all questions fully. Questions requiring detailed answers may be typed on a separate sheet and attached to the application.
  
- Applicants must:
  - Be a US citizens or eligible non-citizens, permanent residents, residing in Florida.
  - Graduating high school students, enrolled college and university students and/or enrolled law students.
  - Have a 3.3 or higher GPA on a 4.0 scale through the end of the last academic year of study prior to application.
  - Have performed at least 20 hours of community service per academic semester for at least two years prior to application.
  - Provide proof of acceptance or enrollment as a full-time student in a college or university, or law school. We will require an Enrollment and Class Level Certification Form from the institution.
  - Provide official transcript(s) for the most recent two academic years. If you have not been enrolled in a learning institution for the last two years, please provide the most recent transcript and a statement explaining why you have not been enrolled as a student in the last two years.
  - Provide two letters of recommendation from a teacher, professor, supervisor or colleague (someone who is not related to you), who is capable of attesting to your academic potential, leadership and public service qualities.
  - Provide documentation to show the requisite 20 hours of community service per academic semester for at least two years prior to application.

Other information may be requested at the discretion of the Foundation.

Any documentation received by the Foundation will not be returned to you. Accordingly, please make sure you preserve the originals if you will need to have them.

Students related to members of the Board or to significant donors will not be eligible for scholarships. Eligibility for scholarships shall not be affected in any manner by the employment of the applicant or his/her parents or other relatives.

Recipients are selected on the basis of leadership, community service and academic excellence. The Foundation is committed to fulfilling their mission without discrimination on the basis of race, color, national origin, religion, age, sex, gender, sexual orientation or disability.

Scholarships will be awarded at the beginning of each school year. All applicants will be informed of the determination of their application by August 1. (If the deadline is on a weekend or legal holiday, the deadline will be moved to the following business day.)

Please note that much of the information required by the Foundation must be provided by third parties. Accordingly, you should make sure to request the documentation in advance to allow time for these documents to be *received* by the Foundation prior to the deadline. Applications will be accepted starting on February 1, 2010. The deadline to submit applications with all supporting documentation is July 15, 2010. No additional documentation will be accepted after July 15, 2010.

Award amounts will be between \$300 and \$3,000 per academic year. Applicants will be notified of the amount of their awards when they are selected.

The scholarship may be renewed annually based on satisfactory academic progress, full-time enrollment, and the timely submission of required documents.

**CHECKLIST** – All items on this list must be completed in order for the application to be forwarded to the Selection Committee.

Completed Application.
Attachment to essay questions.
Signed application.
Proof of acceptance/enrollment.
Full-Time Student.
Official Transcript for the most recent TWO academic years/substitute statement.
At least a 3.3 GPA for last academic year.
Documentation to show 20 hours of community service for TWO years.
Two Letters of Recommendation.

**PUERTO RICAN BAR ASSOCIATION OF FLORIDA SCHOLARSHIP FOUNDATION**  
**APPLICATION FOR SCHOLARSHIP**

**SECTION ONE – General Information**

1. Name: \_\_\_\_\_
2. Mailing Address: \_\_\_\_\_
3. Home Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_  
Work: \_\_\_\_\_ Other: \_\_\_\_\_
4. E-mail: \_\_\_\_\_
5. Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_
6. Gender: \_\_\_ Male \_\_\_ Female Race: \_\_\_\_\_ Ethnicity: \_\_\_\_\_
7. High School Attended: \_\_\_\_\_  
Year of High School Graduation: \_\_\_\_\_ Cumulative High School GPA: \_\_\_\_\_
8. Undergraduate College/University: \_\_\_\_\_  
Year of Graduation: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_ Class Rank: \_\_\_\_\_  
Major(s): \_\_\_\_\_
9. Graduate College/University: \_\_\_\_\_  
Year of Graduation: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_ Class Rank: \_\_\_\_\_
10. Currently enrolled in: \_\_\_\_\_  
Expect to enroll in: \_\_\_\_\_
11. What is the cost of tuition at the school you expect to be enrolled in?  
\$ \_\_\_\_\_ per credit \$ \_\_\_\_\_ per semester \$ \_\_\_\_\_ per academic year
12. What other expenses will you be incurring as a student?  
\$ \_\_\_\_\_ Books  
\$ \_\_\_\_\_ Enrollment/School Fees  
\$ \_\_\_\_\_ Other: Explain \_\_\_\_\_  
\$ \_\_\_\_\_ Other: Explain \_\_\_\_\_
13. Do you have any relatives on the Board of the Puerto Rican Bar Association of Florida or on the Board of the Puerto Rican Bar Association of Florida Scholarship Foundation?  
 No  Yes. If yes, please provide name of relative: \_\_\_\_\_
14. Honors and Awards: Please list any Honors and Awards you have received over the last three years.

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15. Have you done any unpaid volunteer work and community service in the last three years? If yes, please describe your role/function and the number of hours you worked.

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16. Have you had paid employment in the last three years? If yes, please describe your duties and the number of hours you worked. Please be sure to clarify whether you were also enrolled as a student while your were working.

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17. Have you been in a leadership roles during the last three years? If yes, please describe.

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**SECTION TWO – Personal Information** - Please attach to this application a typed narrative (not to exceed 200 words or less) describing:

1. How did you learn of the Puerto Rican Bar Association of Florida Scholarship Foundation?
2. Please describe your desire to enroll or remain enrolled as a student. What are your goals? How will education help you pursue those goals?
3. Please list and describe extracurricular/volunteer activities in which you have been involved over the last three years.
4. Discuss a leadership experience you have had in any area of your life: school, work, athletics, family, church, community, etc. How and why did you become a leader in this area? How did this experience influence your goals?
5. Please describe who your greatest role model(s) is (are) and how he/she/they inspire you.

6. What else would you like the Selection Committee to know about you? Is there anything else you would like to tell us about your personal characteristics, obstacles you have overcome, etc. that would support your selection as a candidate? Please do not reiterate information you already have provided. This is your opportunity to state something about yourself that was not asked previously.

**SIGNATURE:** Please read the statement, and if true, sign and date the form.

I hereby certify that the information I have provided is true and correct to the best of my abilities. I authorize the Puerto Rican Bar Association of Florida Scholarship Foundation to obtain copies of any documents referenced herein and to contact any of the persons and/or institutions herein listed for the purpose of verifying the information being provided.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_