



Association of Educational Office Employees

Serving office professionals in LAUSD since 1928

P. O. Box 227186

Los Angeles, CA 90022

(323) 725-7266 FAX (323) 725-6266

TO: Principals
Senior High School College Counselors
Community Adult School Counselors
School Administrative Assistants

November 12, 2024

FROM: AEOE Scholarship Committee

RE: **2025-26 COLLEGE SCHOLARSHIPS**
POSTMARK DEADLINE: Tuesday, February 11, 2025

The Association of Educational Office Employees (AEOE) supports the office professionals and the students of LAUSD.

We will be awarding one hundred (100) \$2,000 college scholarships to LAUSD high school seniors and five (5) \$2,000 college scholarships to graduating adult students who are obtaining their high school diploma. We are asking you to make these scholarship applications available to all qualified students. If you are selected to receive the scholarship, you will be notified by US mail in March.

Students may visit our website for type-in forms: www.aeoe-laUSD.org. These scholarships must be used within the year awarded.

Scholarship applicants must comply with the following guidelines:

- All scholarship applicants must be interested in pursuing a professional goal or career degree.
- Must attend a school within the continental United States, including Alaska and Hawaii.
- All applications must be typed or legibly printed in black ink only. *Name on application must match transcript.*
- Selection will be based on grade “B+” (3.5) or better and on student financial need.
- Attach sealed certified transcripts with senior grades posted. Adult students will need to attach a sealed certified transcript with your most recent grades posted.
- Proof of financial need must be included with application. **Two (2)** of the following documents: 2024 W-2 Form, 2024 Income Tax Return 1040, 1099-Misc, FAFSA Application status print out, last three (3) months of 2024 pay stubs or notarized letter stating proof of income or employer salary verification letter.
- All applicants must attach two (2) Letters of Recommendation from a teacher, counselor, or administrator. One of the required letters may be from a community leader or job supervisor who can verify character, qualifications, and student goals. (Letters should be no more than one page long, doubled-spaced) if typed.
- Provide a brief statement (no more than one page, 200 words, double spaced) about yourself, your goals and how you will use your scholarship. Font size: 12 Margins: 1 inch.
- Application packet must be complete with all items mailed together to be considered for a scholarship.
- Incomplete packets will be disqualified.
- No faxes will be accepted.
- Mail the completed packet to the AEOE PO Box 227186, Los Angeles, CA. 90022; postmarked **by Tuesday, February 11, 2025**

Recognition will be presented to the recipients at our Annual Awards Luncheon on Saturday, April 19, 2025 at the Quiet Cannon Restaurant. If you have any questions, please call the AEOE office at 323-725-7266.

You will receive information by US mail in March.

Attachments: Application Financial Statement Forms



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COLLEGE SCHOLARSHIP APPLICATION

Postmark Deadline: Tuesday, February 11, 2025

Please check one: Senior High School Student Adult School Student

APPLICANT'S NAME: _____ (Must match name on transcript)

STREET ADDRESS: _____ CITY: _____

STATE/ZIP: _____ EMAIL: _____

TELEPHONE: (HOME) _____ CELL: _____

SCHOOL CURRENTLY ATTENDING: _____ - _____ GRADUATION DATE: _____

COLLEGE PLANNING TO ATTEND: _____

MAJOR: _____

Please enclose the following with your scholarship application (in the following order):

- Completed AEOE Scholarship Application (this page)
- AEOE Financial Statement (attached)
- Proof of Income (**Two (2)** of the following documents:
2024 W-2 Form, Income Tax Return Form 1040, Misc Form 1099, FAFSA Application status print out, last three(3) months of 2024 pay stubs or a notarized letter stating proof of income or employer salary verification letter.
- **Two Letters (2)** of Recommendation
- Statement about yourself (no more than 200 words, double spaced) Font: 12 Margin: 1 inch
- Sealed certified transcript with senior grades posted

Signature of Applicant: _____ Date: _____

Note: Incomplete applications, applications without adequate postage and/or late submissions will be disqualified. No faxes allowed. Visit website for type-in form. www.aeoe-laUSD.org

Return your completed packet to the AEOE office, P O. Box 227186. Los Angeles, CA 90022.

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CURRENT FINANCIAL STATEMENT

(POSTMARK DEADLINE: Tuesday, February 11, 2025)

NAME OF APPLICANT: _____

	FATHER	MOTHER
PARENT(S) EMPLOYED	◇	◇
PARENT(S) IN SCHOOL/TRAINING	◇	◇

COMPLETE THIS FORM AND REPORT THE AMOUNT OF CURRENT INCOME FOR ALL MEMBERS OF YOUR HOUSEHOLD (excluding foster children). This is amount before deductions, such as taxes and Social Security. If you need more space, please attach a separate page.

<u>SOURCES OF INCOME</u> (Attach recent verification of specified income)	<u>MONTHLY INCOME</u>	<u>GROSS INCOME FOR 2024</u>
Earnings from work (FATHER)	\$	\$
Earnings from work (MOTHER)	\$	\$
Net Income from self-employment	\$	\$
Social Security, Welfare or Public Assistance	\$	\$
Pensions or annuities, employment Compensations/Disability Insurance/Worker's Compensation Insurance	\$	\$
Alimony / Child Support	\$	\$
Other adults in the household contributing to family income	\$	\$
TOTAL YEAR INCOME	\$	

Number of Adults in Household: _____

Number of Children in Household: _____

TOTAL HOUSEHOLD SIZE: _____