



Educational Administration Scholarship Award

Created to provide incentive, honor, and financial assistance to five outstanding graduate students in school administration who intend to make the school superintendency a career.

Educational Administration Scholarship Award Application Form

DEADLINE: APPLICATION MUST BE RECEIVED ON OR BEFORE SEPTEMBER 30TH.

Please type or legibly print all information on pages 1- 3. This information and the required documents explained on pages 1 and 2 will constitute your entire application package.

Name: _____
Last First Middle

Home Mailing Address: _____

City: _____ State: _____ Zip: _____

E-mail address: _____ Daytime Phone: _____ Fax: _____

I am **currently enrolled** in a graduate program at _____
Name of University/College City, State

Degree Sought: _____ Date Begun: _____

Current profession: _____ Current employer: _____

Work Address: _____

City: _____ State: _____ Zip: _____

1. THE SUPERINTENDENCY AS A CAREER

On no more than three (**total**), single-spaced, 8½” x 11” typewritten pages, submit three separate responses that address the items in the statements/questions below. Please use the following statements/questions as the headings for each of your three responses:

- A. Describe why you are considering the superintendency as a career. Include the contributions you would like to make in this field. How would you apply this scholarship toward achieving your professional goals?
- B. As a superintendent you will encounter problems to be solved and decisions to be made. Describe an administrative problem you have encountered. How did you handle it? On reflection, would you handle it differently? (If you have no administrative experience, select and describe a problem you have encountered when teaching in the classroom or in another educational setting.)
- C. Describe the skills, dispositions, experiences and traits you possess that would make you an attractive superintendent candidate to a district. Your answer should help the reader know you as an administrator.

2. ONE LETTER OF RECOMMENDATION

In your application packet include:

- An original single-spaced, 8½” x 11” typewritten letter, on letterhead, signed by the dean of the school of education or the head of the department of education where you are currently enrolled. A max of 400 words.

3. TWO LETTERS OF ENDORSEMENT

In your application packet include:

- An original single-spaced, 8½” x 11” typewritten letter from an officer of the school system in which you are employed or from a department member of the college/university you attend. A max of 400 words.
- An original single-spaced, 8½” x 11” typewritten letter from a leading citizen of the community in which you have spent the major part of your professional career. Include title and contact information. A max of 400 words.

Note: Letters of recommendation and endorsement must be included with the application packet to be accepted.

4. EDUCATION AND PROFESSIONAL TRAINING

	Name of Institution	City, State	Dates Attended	Diploma or Degree
College or University				

Major activities and honors: _____

Scholarships awarded: _____

Books and/or articles published (include dates): _____

Special projects in education completed or in progress: _____

Field/concentration of graduate work: _____

5. EXPERIENCE IN TEACHING AND SCHOOL ADMINISTRATION (In Chronological Order)

Inclusive dates	Name of school	City, State	Subjects or assignments

6. OTHER PAID EXPERIENCE (In Chronological Order)

(e.g. military, trade, business, social work, youth activities)

Inclusive dates	Type of work

7. VOLUNTEER ACTIVITIES AND INTERESTS

Include sports; hobbies; clubs; professional, civic and fraternal associations; and church and community service.

Activity	Extent of participation

8. AASA MEMBERSHIP

If selected, to receive the scholarship, you must become a member of AASA. As a graduate you are eligible for the \$77 Basic Member Rate.

9. SIGNATURE

I understand that this scholarship will be awarded to graduate students who intend to make the school superintendency a career and that information in this application packet may be used to publicize this award. I attest that the information contained in this application and in its required documents is true and accurate to the best of my knowledge as evidenced by this signature.

Signed: _____ Date: _____

Printed Name: _____

APPLICATION PACKET CHECKLIST

(Please do not include this page with your completed application packet.)

- Ensure all required information on pages 1-3 of the application is complete and page 3 is signed.
- Include the SUPERINTENDENCY AS A CAREER section which totals 3 single-spaced, typewritten pages addressing statements/questions A, B, and C on page 1; statements/questions A, B, and C on page 1 are used as “headings” for the responses; include one original of each.
- Include a LETTER OF RECOMMENDATION (one signed original on college/university letterhead) from the dean of the school of education or head of the department of education where you are currently enrolled as a graduate student.
- Include two LETTERS OF ENDORSEMENT (one original of each):
 - An officer of the school system in which you are employed or college/university you attend. (e.g.: school superintendent, university professor, etc.)
 - A leading citizen (not related to you by blood or marriage) of the community in which you have spent the major part of your professional career.
 - The original signed letters of endorsement must contain the title and contact information of the writer.
- Assemble the original application packet as follows:
 - (On top) Pages 1, 2 and 3 of the application
 - SUPERINTENDENCY AS A CAREER sections A,B,C
 - One LETTER OF RECOMMENDATION
 - Two LETTERS OF ENDORSEMENT

Please note: Do *not* include copies of your resume, photographs, extra references, binders, plastic sleeves, pocket folders or other extraneous materials with your packets. The judges will not consider these materials in the award selection process.

- SEND YOUR APPLICATION PACKET BY SEPTEMBER 30th TO:**

Gabriela Iturri, Meetings & Awards Coordinator
giturri@aasa.org

EDUCATIONAL ADMINISTRATION SCHOLARSHIP AWARD TIMELINE

May 13 th	Applications available on AASA website and at educational administration departments of colleges or universities
September 30 th	Deadline for applications to be sent to AASA
November 15 th	Award recipients are notified

For information or questions contact: Gabriela Iturri, Meetings & Awards Coordinator at giturri@aasa.org or call 703-875-0731.