

# AEOE

## Association of Educational Office Employees

*Serving Los Angeles Unified School District Classified Personnel since 1928*

P. O. Box 227186, Los Angeles, CA 90022

323.725.7266 Fax 323.725.6266

November 10, 2023

**TO:** AEOE Members

**FROM:** AEOE College Scholarship Committee

**SUBJECT: 2023-2024 COLLEGE SCHOLARSHIPS**  
**\$2,000 for Members, or member's Child or Grandchild**  
**POSTMARK DEADLINE: Friday, February 9, 2024**

The Association of Educational Office Employees (AEOE) recognizes the continuing need for well-trained and qualified employees who want to go to college to pursue their career in an occupation of their choice. AEOE will award up to three (3) \$2,000 college scholarships to qualifying AEOE members, and/or their child or grandchild (up to 25 years of age).

You may visit our website for type-in forms: [www.aeoe-lausd.org](http://www.aeoe-lausd.org). These scholarships must be used within the year awarded. If you are selected to receive the scholarship, you will be notified by US mail in March.

Scholarship applicants should observe 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 only. *Name on application must match transcript.*
- Selection will be based on grade "B" or better and financial need.
- Attach sealed certified transcripts with senior grades posted. If you are an adult student, please 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: 2023 W-2 Form, 1099-Misc, 2023 Income Tax Return, FAFSA Application, last three (3) months of 2023 pay stubs or notarized letter stating proof of income or salary verification.
- 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 that will verify qualification, character, and student goals. The letter should be no more than one page long, double 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 the 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 AEOE P.O. Box 227186, Los Angeles CA 90022; application must be postmarked by **Friday, February 9, 2024**.

Recognition will be presented to the recipients at our Annual Awards Luncheon on Saturday, April 20, 2024, at the Quiet Cannon Restaurant. If you have any questions, please call the AEOE Office at (323)725-7266

You will receive information via US mail in March.

Attachments: Application Financial Statement Forms

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### COLLEGE SCHOLARSHIP APPLICATION

**Postmark Deadline: Friday, February 9, 2024**

Please check one:  AEOE Member (at least 2 years)  Member's Child\*  Grandchild\*

Applicant's Name: \_\_\_\_\_ \*Date of birth: \_\_\_\_\_

Street Address: \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone: (Home or Cell) \_\_\_\_\_ (Work or School) \_\_\_\_\_

E-mail: \_\_\_\_\_

School Attending: \_\_\_\_\_ Date of Graduation: \_\_\_\_\_

College Planning to Attend: \_\_\_\_\_

Major: \_\_\_\_\_

\*AEOE Member Sponsor: \_\_\_\_\_ Employee # \_\_\_\_\_ Member since: \_\_\_\_\_

### Please enclose with your scholarship application the following items in the following order:

- Completed AEOE scholarship application (this page)
- AEOE Financial Statement (attached)
- Proof of Income (provide two of the following documents):  
2023 W-2 Form, 1099-Misc, 2023 Income Tax Return, FAFSA Application, last three (3) months of 2023 pay stubs or notarized letter stating proof of income or salary verification.
- Two letters of recommendation
- Statement about yourself (200 words, double spaced) Font Size: 12 Margins: 1 inch
- Sealed certified transcript with your most recent grades posted

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

*NOTE: Incomplete applications, applications without adequate postage and/or late submissions will be disqualified. No faxes allowed. Visit our website for type-in forms: [www.aeoe-lausd.org](http://www.aeoe-lausd.org)*

*If you have any questions, please call the AEOE Office at (323) 725-7266. Please return the completed scholarship application to:*

**ASSOCIATION OF EDUCATIONAL OFFICE EMPLOYEES (AEOE)**

P. O. Box 227186

Los Angeles, CA. 90022

**Postmark Deadline: Friday, February 9, 2024**

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### CURRENT FINANCIAL STATEMENT

*POSTMARK DEADLINE: Friday, February 9, 2024*

NAME OF APPLICANT: \_\_\_\_\_

	Father	Mother
Parent(s) Employed	<input type="checkbox"/>	<input type="checkbox"/>
Parent(s) in School/Training	<input type="checkbox"/>	<input type="checkbox"/>

**Complete this form to the best of your knowledge. Report the amount of current incomes for all members of your household, excluding foster children, before deductions: such as taxes and Social Security. (If you need more space, attach a separate page).**

<b>SOURCES OF INCOME</b> (Please attach recent verification of specified income).	<b>MONTHLY INCOME</b>	<b>GROSS INCOME For 2023</b>
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 (Dividends, interest, rental income, etc.)	\$ _____	\$ _____
Other adults in household contributing to family income.	\$ _____	\$ _____

TOTAL YEARLY INCOME \$ \_\_\_\_\_

Number of Adults in Household \_\_\_\_\_  
Number of Children in Household \_\_\_\_\_  
TOTAL HOUSEHOLD SIZE \_\_\_\_\_