



CJCOA

Central Jersey Code Officials Association



CJCOA MERIT AWARD APPLICATION INSTRUCTIONS

This award of \$500.00 is to be granted to a high school senior who has demonstrated a commitment to community service and/or their school.

Eligibility & Selection Criteria for Applicants:

- A child, grandchild, or other qualified referral of an active CJCOA member in good standing (the “Sponsoring Member”).
- A high school senior with a cumulative grade point average of 2.5 or better at the time of application.
- Demonstrated commitment to service in the community or school through volunteer efforts and/or extracurricular activities.

Application Process:

- **Submit a complete, typewritten award application package to CJCOAScholarships@gmail.com by November 1st of the application year. Late or partial applications will not be accepted.**
- The application package must include:
 - Completed application form available at <https://www.cjcoa.org/giving-back>.
 - Copy of the applicant’s high school transcripts.
 - Recommendation letter from a teacher, coach, or advisor.
 - Detailed list of the applicant’s volunteer and/or extracurricular activities including the dates, locations, and a brief descriptions of each activity.
 - Short essay outlining the applicant’s future goals and how the award will be used to meet those goals.
- The CJCOA Scholarship Committee will review and evaluate all award applications and choose **ONE** qualified recipient.
- The recipient will be notified in December. The funds will be granted in January.
- Questions concerning the application and award process should be emailed to CJCOAScholarships@gmail.com.

CJCOA MERIT AWARD APPLICATION FORM

1) Full Name of Applicant: _____

2) Street Address, City, State, Zip Code:

3) Home Phone: _____

4) Cell Phone: _____

5) Email Address: _____

6) Birth Date: _____

7) High School Name and Address:

8) Name and Contact Information for Recommendation Letter (phone or email):

9) Name and Contact Information for the Sponsoring Member (phone or email):

Required attachments (see instructions for details):

High School Transcripts

Volunteer and/or Extracurricular Activities List

Recommendation Letter

Personal Essay

I affirm that the information provided in this application is true and complete to the best of my knowledge. I understand that if any of the information provided herein is knowingly false and/or inaccurate, I am subject to disqualification and will be ineligible for any award. I consent to verification of the information contained in my application.

Signature of Applicant: _____ Date: _____