



COLORADO COUNTY CLERKS ASSOCIATION

2025 ANNUAL SCHOLARSHIP

The Colorado County Clerks Association scholarship is established to aid outstanding Colorado graduating high school seniors in furthering their education, particularly in the field of public service. The scholarships will be awarded to qualifying students on an objective and non-discriminatory basis. The scholarships will be one-time awards on a regional basis:

Central Region: Two (2) \$1,500 awards. One (1) \$1,000 award

Eastern, Southern and Western Region: One (1) \$1,500 and one (1) \$1,000 award each.

The scholarship award may be used for educational expenses at an institution of higher learning including university, college, junior/community college, or technical institution.

Selection Criteria

- Completed application.
- 3.25 minimum grade point average (G.P.A.)
- Participation in extracurricular, community and service activities.
- Demonstrated financial need or hardship.

Selection Process

Students will submit applications to their **county clerk of residence** by the applicable deadline. Find a roster for county clerks at www.clerkandrecorder.org for contact information.

The applications are submitted by email (preferred), USPS, or in person to the County Clerk by the last Friday in March (March 28, 2025). Each Regional Chair will convene a selection committee and select the regional winners by the adopted scoring system.

Regional Chairs will email the name and contact information of the winner and 2nd and 3rd place finalists to the Executive Director by the last Friday in April (April 25, 2025). The Executive Director will notify the winners and represented county clerks and post the name of the winner on the www.clerkandrecorder.org website on May 1st.

The winner will email the institution remittance information to the Board Treasurer upon graduation. The Board Treasurer will remit the financial award directly to the institution for access in the student's account.

Exclusions from Eligibility

Family members of the Clerk and Recorder are not eligible for the CCCA Scholarship Award. Family members of clerk and recorder staff members may be eligible.

Return of Scholarship Award

Scholarship Award winners must request the funds to be distributed by December 31st of the year the scholarship was awarded. If the funds are not claimed by the deadline, the second-place winner will be advanced.

Application Process

1. Complete application.
2. No later than **MARCH 28, 2025**, email or mail completed application to:

**Douglas County Office of Clerk and Recorder
301 Wilcox St., Castle Rock, CO 80104**

Contact info may be found at www.clerkandrecorder.org

3. Regions will convene and select regional winners and notify the Executive Director of the CCCA no later than the last Friday in April (April 25, 2025).
4. Scholarship winners will be notified and posted online at www.clerkandrecorder.org/scholarship by **May 1st**.

Colorado County Clerks Association Scholarship Application (CCCA)

Name: _____

Mailing Address: _____

Residence Address: _____

Email: _____

Parent/ Guardian Name: _____ Home Phone: _____

Name/ address of school you plan to attend: _____

Have you been accepted at this school? Yes No

If not, explain: _____

Type of training and/or major field of study chosen: _____

Adjusted gross income (parents/guardian's most recent tax return): _____ / _____

Number of members in household and number of siblings in college or planning to attend college: _____ / _____

Other scholarships received to-date (list by name and amount):

Please attach the following on separate sheets of paper:

1. A copy of your letter of acceptance, if available.
2. A resume listing community service, activities, special recognition, work experience, etc. throughout your high school years.
3. A one-page autobiography, including your educational goals.
4. A copy of your complete high school transcript.
5. Provide short responses (300 words or less) to any two questions listed on the enclosed questionnaire.
6. Two letters of recommendation.
7. No more than one page explaining any special circumstances or hardships.
8. Contact info for your County Clerk can be found at <https://www.clerkandrecorder.org>

