

**HISPANIC BAR ASSOCIATION OF NEW JERSEY  
2024 SCHOLARSHIP APPLICATION  
INSTRUCTIONS, GUIDELINES AND RULES**

*Due Date:* Tuesday, May 21, 2024

## HISPANIC BAR ASSOCIATION OF NEW JERSEY SCHOLARSHIP APPLICATION

Dear Applicant:

Thank you for your interest in a scholarship from the Hispanic Bar Association of New Jersey (“HBA-NJ”). The HBA-NJ is committed to the advancement and progress of Hispanic Americans in the legal profession.

It is important that, before you complete and submit this application, you read the Scholarship Guidelines and Rules annexed to this application and incorporated herein by reference. All scholarships shall be subject to the scholarship guidelines. **This application and all supporting documentation must be received no later than 11:59pm on May 21, 2024.** The application will not be considered complete until all application materials are received. All applications should be electronically mailed as a single PDF document to the Scholarship Committee at [hbanjscholarship@gmail.com](mailto:hbanjscholarship@gmail.com). Applicants may be required to attend a telephonic or virtual interview with members of the HBA-NJ Scholarship Committee.

Scholarship recipients will be notified of the Scholarship Committee’s selection on or around May 31, 2024. The HBA-NJ will award the scholarships\* at its Annual Scholarship Gala, which is scheduled to be held in person at The Riverview Ballroom in Cliffside Park, New Jersey on June 8, 2024. Additional details about the Gala will be provided at a later date. Should you be selected to receive a scholarship, you will receive one (1) complimentary ticket for your admission to the Scholarship Gala.

Thank you for your application. Please type all answers to the questions and answer each question completely and truthfully. The HBA-NJ wishes you success in your legal career.

Sincerely,

/s/Jacqueline S. Peña  
Jacqueline S. Peña  
2023-2024 HBA-NJ President

**\*Please note that the actual scholarship funds may take several months before they are delivered to the recipient.**

## SCHOLARSHIP GUIDELINES AND RULES

### 1. **Eligibility**

The law students who will be eligible to receive a scholarship from the HBA-NJ are those Hispanic Americans (at least one parent must be of Hispanic descent) who are or have been residents of the State of New Jersey and who are or were *enrolled and attending* an American Bar Association approved law school in the United States during the 2024 Spring Semester. No individual eligibility or selection criteria is necessarily dispositive over another. All factors are taken into consideration and weighed towards the applicant's selection.

### 2. **Selection**

The selection of the scholarship recipients will be conducted by a Scholarship Committee which will consist of officers, trustees and/or members of the HBA-NJ.

### 3. **Selection Criteria**

The following are the criteria considered for the award of a scholarship by the HBA-NJ:

- A. All grants/scholarships will be limited to students who are attending ABA approved schools, which qualify as “educational institutions” as defined in the Internal Revenue Code of 1986, as amended.
- B. The applicant must provide the HBA-NJ with a law school transcript. Law school grades are one selection criteria for the scholarship.
- C. The applicant must be a student in good standing at their law school.
- D. The applicant must have been enrolled and attended law school classes during the 2024 Spring semester.
- E. The applicant must be or have been a resident of the State of New Jersey.
- F. The applicant must demonstrate financial need. “Financial Need” is determined by examining and reviewing financial data and family background sufficient to show that the applicant is financially underprivileged and in need of financial assistance to pay for his/her law school education.
- G. The applicant must demonstrate their participation and involvement with the HBA-NJ and/or their participation and involvement with organizations at their law school or community.
- H. Applicants who have been previously selected for a scholarship may apply for this scholarship. However, the Scholarship Committee may consider past receipt of a scholarship as a criterion for awarding this year’s scholarship.

- I. Applicants may be required to attend an interview (telephonic or virtual) with member(s) of the Scholarship Committee. The applicant's interview is a selection criterion for the scholarship.
- J. Applicants may list up to two (2) references that the Scholarship Committee may, in its discretion, contact for information regarding these selection criteria.

#### 4. **Application Deadline**

Scholarship applications and all supporting documentation required by these guidelines must be received by May 21, 2024. All applications should be electronically delivered, in a PDF format, to the Scholarship Committee at hbanjscholarship@gmail.com. The Scholarship application must include a law school transcript. The Scholarship application must also include a **150-word (or less) biography**, and a high-resolution photograph, which must be attached separately to the email.

Failure to provide required information or documents will render your application incomplete and you will not be considered eligible for a scholarship until such time that the application is complete. Should there be a reason why any required information or documents are missing, make sure to fully explain the reasons within your application.

The HBA-NJ will award scholarships at the Scholarship Gala on June 8, 2024. Receipt of actual scholarship funds may take several months after the award ceremony. The selected applicants will be notified of their selection on or around May 31, 2024.

It is a condition of the scholarship award that scholarship recipients attend the Scholarship Gala on June 8, 2024. Waivers of this requirement must be approved by the Scholarship Committee and will be sparingly granted.

#### 5. **Nature of Scholarships**

The HBA-NJ will only provide grants or scholarships, not loans.

#### 6. **Certification Regarding Use**

In order to ensure that all scholarship funds are used for the stated purposes, the HBA-NJ will require a certification from the recipient stating that the monies will exclusively be used for educational purposes such as: payment of tuition and/or fees, purchase of books and school supplies, and bar exam preparation fees. The HBA-NJ may require that the student provide the HBA-NJ with adequate proof (in the form of canceled checks, receipts, etc.) that the funds were indeed used for educational purposes.

#### 7. **Misuse of Funds**

If misuse of scholarship funds is discovered, i.e., the money was not used for educational purposes as delineated above, the HBA-NJ may request the student repay the monies immediately or under a restitution agreement. If the student fails to immediately repay the

monies or defaults under the restitution agreement, the HBA-NJ may pursue its contractual and other legal remedies against the student.

**8. Disbursement of Scholarship**

The scholarship will be granted directly to the student, unless the student requests that payment be made to his/her law school directly. This request must be made in writing, along with complete information on where the check is to be sent and to whom it is to be made payable.

**9. Promotional Materials**

The student receiving a scholarship from the HBA-NJ agrees that by receiving scholarship monies, any photographs taken of him/her at the Scholarship Gala might be used by the HBA-NJ on its website, newsletter or any other promotional materials for the purpose of showing the general public and sponsors that a scholarship was awarded to such student. The HBA-NJ may also use the award recipients' biography and high-resolution photograph in the commemorative journal and/or on its website, newsletter, or any other promotional materials.

**HISPANIC BAR ASSOCIATION OF NEW JERSEY, INC.**

**SCHOLARSHIP APPLICATION**

**Section I. Personal Information**

Name:			
Mailing Address:			
Permanent Address:			
Telephone(home/cell):			
Email:			
Date of Birth:			
Place of Birth:			
Father's Place of Birth:			
Mother's Place of Birth:			
What is your connection with the State of New Jersey?			
Have you resided in New Jersey, and if so, when and for how long?			
Marital Status:		Number of Dependents (if applicable):	

Name of Law School:			
Current Year in Law School:	Rising		
Undergraduate School:			
Undergraduate Degree:			
Please check the type of law school program you are currently enrolled in:			
	Day/Full Time		Evening/Part-Time
Credits Completed:		Credits Needed to Graduate:	
Anticipated Date of Graduation:			
Current Grade Point Average:			
Are you a student in good standing at your law school?			
<p>Are you related by blood, marriage or any other family relationship to any trustee, officer, director or employee of the HBA-NJ or to any member of the Scholarship Committee? If so, please list the member's name and relation:</p>			

Do you have any other relationship with any trustee, officer, director or employee of the HBA-NJ or to any member of the Scholarship Committee, which may present an actual or potential conflict of interest? If so, please explain:

Have you previously received a scholarship(s) from the HBA-NJ? If so, please identify the year and amount in which the scholarship(s) was received:



**Section II. Financial Information (Income, Assets and Resources)**

**FINANCIAL AID FOR PRESENT ACADEMIC YEAR:**

Total scholarships and grants \$ \_\_\_\_\_

Loans: \$ \_\_\_\_\_

Special Grants (e.g. CLEO) \$ \_\_\_\_\_

Work Study \$ \_\_\_\_\_

Tuition Waiver \$ \_\_\_\_\_

*Subtotal:* \$ \_\_\_\_\_

**INCOME:**

Self (per year, net after taxes and deductions): \$ \_\_\_\_\_

Spouse (per year, net after taxes and deductions): \$ \_\_\_\_\_

Government Benefits (per year): \$ \_\_\_\_\_

Family Contribution (per year, e.g. parents): \$ \_\_\_\_\_

Average Checking Account Balance: \$ \_\_\_\_\_

Total Savings \$ \_\_\_\_\_

Total Investments (e.g. stocks, mutual funds, bonds, money market accounts): \$ \_\_\_\_\_

*Subtotal:* \$ \_\_\_\_\_

**PROPERTY:**

Real Estate (approximate value, net of mortgages and liens): \$ \_\_\_\_\_

Automobile value (net of liens): \$ \_\_\_\_\_

Other Assets: \$ \_\_\_\_\_

*Subtotal:* \$ \_\_\_\_\_

**EXPENSES (FOR 2 ACADEMIC SEMESTERS):**

Tuition and Fees: \$ \_\_\_\_\_

Books and Supplies \$ \_\_\_\_\_

Rent or Mortgage: \$ \_\_\_\_\_

Utilities: \$ \_\_\_\_\_

Groceries: \$ \_\_\_\_\_

Transportation or Car Expenses (auto insurance, gas, car payments): \$ \_\_\_\_\_

Clothing: \$ \_\_\_\_\_

Medical: \$ \_\_\_\_\_

Child or Dependent Care (Child support) \$ \_\_\_\_\_

Contribution to Family: \$ \_\_\_\_\_

Credit Card Payments: \$ \_\_\_\_\_

Other Expenses and Payments (describe):  
\$ \_\_\_\_\_

*Subtotal* \$ \_\_\_\_\_

What are your total credit card liabilities? \_\_\_\_\_

What is your total student loan balance? \_\_\_\_\_

What is your total mortgage balance? \_\_\_\_\_

Total debts and liabilities, other than credit card, student loans and/or mortgage:

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### **Section III. Community Commitment**

The HBA-NJ awards scholarships to students with financial need who demonstrate a commitment to the advancement of the Hispanic community at large and the Hispanic Bar. Please describe, in detail, your recent community, law school, and/or HBA-NJ activities and how, as a future lawyer, you intend to contribute to the advancement of the community and the bar.

#### **Section IV. Additional Factors**

Please describe any additional circumstances you feel are necessary in determining your eligibility.

### Section V. Personal Biography

Please include a brief biography below for possible inclusion in the event program. The biography must be 150 words or less.

### Section VI. References (Optional)

Please include up to two references who the Selection Committee may, in its discretion, contact for purposes of evaluating your scholarship application.

1) Name:	
Telephone Number:	
Email:	

2) Name:	
Telephone Number:	
Email:	

## Section VII. Certification

I, \_\_\_\_\_, hereby certify that, should I be awarded a scholarship by the Hispanic Bar Association of New Jersey, Inc., I will use the money exclusively for educational purposes. I agree to provide the Hispanic Bar Association of New Jersey, Inc. satisfactory proof of said use, compliance with the attendance requirements of the law school and completion of the required course work for the term of the awarded scholarship.

I, \_\_\_\_\_, also hereby certify, under penalty of perjury, that the statements and information provided in this application and the supporting documentation are true and accurate and made so that the Hispanic Bar Association of New Jersey, Inc. will rely on the information to make its decision to award scholarships.

Electronic Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_