



Council on Approved Student Education Student Scholarship Application/Speed Verification Form

All documents must be received or postmarked on or before September 30, 2025.

NAME OF STUDENT

ADDRESS

CITY

STATE

ZIP

STUDENT PHONE

STUDENT EMAIL ADDRESS

LAST SPEED LEVEL PASSED - WORDS PER MINUTE

DATE PASSED

Nominees must have passed one skills test writing 160 words per minute or above at the time of submission.

School representative must sign to verify last speed level passed.

PRINT NAME

SIGNATURE

DATE

NAME OF SCHOOL

ADDRESS

CITY

STATE

ZIP

Forms may be found on the [NCRA Scholarships page](#). A complete packet must contain the following documents:

- Application/Speed Verification form.
- A copy of the student's most recent academic transcript.
- Three recommendation forms. One recommendation must be from a faculty member or academic advisor. The recommendation form must be submitted; a letter in its place **will not** be accepted, and the application will be considered incomplete. Note: Recommendations are not submitted by the student applicant.
- A 500-600 word double spaced essay addressing the following prompt: How do you achieve professionalism and ethical conduct in the technological, artificial intelligence, and social media age? The student must also submit a third page listing a minimum of two different sources cited in researching the essay topic. The essay will be evaluated using the following criteria: content; organization; format; proper use of grammar, spelling, capitalization, and punctuation.

Submit all documents by email to schools@ncra.org.

Questions? Contact Cynthia Ducar, Professional Development Program Manager, at schools@ncra.org or 703-953-1370.

The Council on Approved Student Education will award scholarships only if it determines that the above-listed criteria are met. The Council on Approved Student Education awards scholarships without regard to race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, genetic information, or any other characteristic protected by law.