

The American Association of Medical Assistants®

Maxine Williams Scholarship Application

What is the Maxine Williams Scholarship Program? Named after Maxine Williams, a founder of the American Association of Medical Assistants® (AAMA) and its first president, the program was established in 1959 for the purpose of providing educational assistance to deserving medical assisting students. The scholarship fund is supported entirely by private contributions. The AAMA Maxine Williams Scholarship Fund assumes administrative costs of the fund as a service to the public and to the medical and medical assisting professions.

Who is eligible to apply? Students enrolled in and having completed a minimum of one quarter or semester at a postsecondary medical assisting program accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and having a grade point average of 3.0 or higher.

How are scholarships awarded? Awards of up to \$1,000 and a one-year membership in the AAMA are granted based on academic ability and financial need.

Where are applications obtained? Applications are available *only* from CAAHEP-accredited medical assisting program directors. It is *not* available to applicants from the AAMA Executive Office or on the AAMA website.

Deadline for Receipt of Applications: April 15, 2023

Send the following documents. (*Applications with incomplete information or missing attachments will not be considered. Please do not staple documents together.*)

- Your completed application.
- Your most recent transcript(s) which must include medical assisting course completions to date. **Official transcripts** are required. (*Do not* send such materials as photocopies, unofficial transcripts, or grade histories.)
- If you applied for financial assistance with your education expenses from the educational institution you are attending or from a financial institution, include a copy of those completed application forms and the responses you received to those requests.
- Two letters of reference: (1) a personal reference, not from a family member and (2) a reference from the medical assisting program director or from a medical assisting educator.
- A color headshot to be used for publicity.
- Applicant Information (type or print clearly).

Mail to: ATTN: Erika Mercado; The AAMA Maxine Williams Scholarship Fund ; 20 N. Wacker Dr., Ste. 1575, Chicago, IL 60606.

Questions? Call: 800/228-2262.

Application results are mailed *approximately* eight weeks after the deadline date.

Submitted materials are subject to future use as marketing materials and the like by the AAMA. Such materials may include photos and quotes. By submitting an application to the AAMA, you agree to permit the AAMA to use these materials at the AAMA's discretion.

Applicant Information (type or print clearly):

First Name, Last Name, and Middle Initial

Social Security Number

Street Address (Box Number)

(_____)_____
Daytime Phone Number

City, State, ZIP

Email Address (type or print clearly)

CAAHEP-accredited medical assisting program you are attending:

Name of Institution

Date Enrolled

Street Address (Box Number)

Anticipated Date of Graduation

City, State, ZIP

Name of Program Director

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Type or legibly print your answers. Attach additional sheets if more space is required to complete this form. Please note that the answers you provide may be used for publicity if you are chosen for this award.

1. Have you ever been denied financial aid that you applied for? Why?

2. Have you received any of the following types of funding (*please check the appropriate boxes*)?

- Grants
- Scholarships
- Loans from financial institutions or education institution you are attending

If so, do these funds cover your education expenses (such as tuition, books, supplies, uniforms, and vaccinations required to complete classwork)?

3. Other than school debt, what are your monthly financial responsibilities?

4. Where do you see yourself in your professional career in five years?

5. *I certify that the information provided for this application is true to the best of my knowledge. I understand that academic performance and financial performance may be verified with the institution.*

Applicant Signature

Date

Program Director/Educator Signature

Date

Mail completed application to the AAMA: ATTN: Erika Mercado; The AAMA Maxine Williams Scholarship Fund ; 20 N. Wacker Dr., Ste. 1575, Chicago, IL 60606.

IMPORTANT NOTE: Scholarship awards are issued to the registrar of the educational institution you are attending. These funds can be disbursed only for payment of education expenses (such as tuition, books, supplies, uniforms, and vaccinations required to complete classwork) or to repay a loan from a financial institution that is covering those expenses.