

Michigan Court Administration Association

Annual Court Managers Conference

Scholarship Application

Annually, the Michigan Court Administration Association (MCAA) offers scholarship opportunities for members who want to attend the Michigan Court Managers Conference (Conference), but do not have funding available through their court budget. To qualify, you must be an active MCAA member for at least 6 months prior to the start date of the upcoming Conference, and certify which Conference expenses will **not** be paid (or reimbursed) by your funding unit.

The number and amount of scholarship awards will be determined by the MCAA President and 2nd Vice President (Conference Chair) on an annual basis according to the resources available and the number of applications made. Scholarship awards first will be applied toward payment of the Conference registration fee, with any balance paid directly to the recipient for documented expenses.

To apply, complete the application information below and submit it to Caryn Michalak no later than April 15th. Applicants will be notified of their award no later than April 30th.

Please indicate below the expenses for which you are requesting scholarship consideration by placing an "X" in the appropriate box(es).

Conference registration fee Hotel (# of nights) Mileage (# RT miles)

(Note: Breakfast/lunch are provided on Wednesday and Thursday and breakfast is on Friday.)

By your signature below on this application form, you certify that the Conference expenses indicated above will not be paid (or reimbursed) by your funding unit.

Signature: Name: _____ Date: _____

_____ Court: _____

Address: _____

City: _____ Zip: _____

Phone: (_____) _____ Email: _____

Return To: Caryn Michalak
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