



CODE OFFICIAL ACCREDITATION PROGRAM SCHOLARSHIP APPLICATION GUIDELINES

Upon *successful completion*¹ of each quarter of the WABO Code Official Accreditation Program students have the opportunity to apply for a scholarship to assist with tuition fees.

The amount of the scholarship is determined by the student's current employment status and whether or not they are receiving funding support from their employer. Documentation will be required showing the student has requested their training (or portion of) be paid for by their employer and their employer's response.

- For students currently employed and receiving partial funding from their employer, WABO may reimburse up to one third of the tuition fee.
- For students currently employed but are not receiving financial support from their employer, WABO may reimburse up to 50% of the tuition fee.
- For students who are not employed and not receiving financial support from any other source, WABO may reimburse up to 50% of the tuition fee.

Reimbursements will be distributed upon *successful completion* of each quarter. A Scholarship Application Form must be completed and supporting documents sent to the WABO Administration Office on or before the application deadline. After all applications have been reviewed the student will be notified by email of the committee decision. If the student is approved for tuition reimbursement a refund check will be issued².

Scholarship is subject to fund availability at the time application is received. Scholarship awarded may be less than the maximum amount listed.

¹ Successful Completion is considered earning a 73% (Letter grade of C or 2.0 on a 4.0 scale) or better based on the College Boards academic standard of grading.

² Student must be enrolled for the next quarter for scholarship to be approved (Not required for Spring quarter).



CODE OFFICIAL ACCREDITATION PROGRAM SCHOLARSHIP APPLICATION FORM

SPRING 2025

Maximum Award \$186.00

Scholarship is subject to fund availability at the time application is received. Scholarship awarded may be less than the maximum amount listed.

Submission Deadline:

July 29, 2025

Award Notifications Begin:

August 11, 2025

Eligibility for Scholarship:

- ☐ Successful completion of quarter (Grade of 73% or higher)
- ☐ Must be enrolled next quarter (Not required for Spring scholarship application)

Application Requirements (Incomplete Applications Will Not Be Accepted):

- ☐ Completed application form
- ☐ Copy of transcript
- ☐ Letter from employer/supervisor
- ☐ Personal essay

Applicant Name: _____
Last First MI

Address: _____
Number and Street

City State Zip Code

Phone No.: _____ Email: _____

Employer/Jurisdiction Name

Employer/Jurisdiction Address: _____
Number and Street

City State Zip Code

Supervisor Name Title

Phone No.: _____ Email: _____

If Awarded Scholarship Make Check Payable To: _____

Signature of Applicant (Required) Date

Signature of Jurisdiction Supervisor (If Applicable) Date



CODE OFFICIAL ACCREDITATION PROGRAM SCHOLARSHIP APPLICATION PERSONAL ESSAY

What motivates you to pursue your academic and career goals, and how do you stay focused on them? In your essay, please include your experience about your academic and career journey so far. What are your academic and future goals? Describe a personal experience that influenced your decision to pursue your current or future career goal. (May be submitted on a separate sheet)

Return Completed Application To:

WABO COAP Scholarship Program
PO Box 7310, Olympia, WA 98507
Email: coap@wabo.org

Did You Remember To Include:

- Copy of transcript
- Letter from employer/supervisor
- Personal essay