



## ABPA Harrington-Arthur Memorial \$1,000 Scholarship Essay Competition Rules and Guidelines

The competition is open to all persons of high school age (at least age 13 and no older than age 19 as of December 31, 2017) and legal residents of the United States or Canada. Applicants may currently attend a public, private, or parochial school, or be home-schooled. The applicant is not required to be college-bound; the scholarship money can be used for any type of advanced education. Previous winners, and the immediate families of ABPA officers and directors are not eligible to participate. Further, the immediate relatives of directors and staff of Federal Student Aid, Semester at Sea, or the National Student Leadership Conference are not eligible to participate.

There will be one scholarship presented as a \$1,000 check in the winner's name to a recognized state-sponsored, tax-deferred 529 Investment National College Savings Program, to the winner's established 529 Investment Educational IRA (or the Canadian equivalent), or to an accredited school in the name of the winner. The scholarship is not transferable.

### ESSAY COMPETITION RULES

**APPLICATION:** Each individual student who applies ("Applicant") to this scholarship contest ("Contest") shall write an essay of 700-1200 words and submit it, along with a completed and signed application form by uploading it to the ABPA website at <http://www.abpa.org/?page=Scholarship>.

Essay entries must be received by **11:59 PM (EST) on January 31, 2018**. All essays must be submitted with an official application form. Only one entry per person will be accepted. Multiple entries will be disqualified.

**AGREEMENT:** By submitting an entry, the Applicant states that he/she agrees to all competition rules. Applicants under the age of 18 must include the signature of a parent or legal guardian.

**SELECTION OF WINNER:** A winner will be selected by a panel of judges no later than April 6, 2018. The odds of winning depend upon the number of eligible entries received. Notification of the winner will be by mail at the address provided on his/her application form. The winner shall sign an affidavit of eligibility and liability/publicity release to receive the scholarship. The scholarship may be awarded to an alternate winner if the scholarship notification is undeliverable or if the winner does not respond to the scholarship notification within 14 days after the notification date. An alternate scholarship winner may also be selected if the affidavit/release is not returned by the winner within 14 days. If the winner does not claim the scholarship, the ABPA, at its sole discretion, may select an alternate winner. The winner shall be at least age 13, and no older than age 19, as of December 31 of the competition school year, and be a legal resident of the United States or Canada, to be awarded the scholarship.

**JUDGING:** After an Applicant's essay is determined to be eligible, it will be judged. The ABPA Board of Directors will select the panel of judges. The judges will place the greatest emphasis on how well the essay answers the stated question, on the accuracy of the essay, and its clarity and organization. To a lesser degree, the judges will rate each essay on additional criteria, including creativity, the citing of sources used, grammar, and spelling.

**CONDITIONS OF PARTICIPATION:** All federal, state, and local laws and regulations apply. The Contest is void where prohibited. Applicants agree to be bound by the terms of these rules and by the decisions of the judges, which are final and binding on all matters pertaining to the Contest. By entering the Contest, the Applicant represents that any essay is his/her original work, and not copied from any other source and will not constitute defamation or an invasion of privacy or otherwise infringe upon the rights of any third party, and that the Applicant owns or has the rights to convey any and all right and title to such essay. In addition, the Applicant grants to the ABPA a nonexclusive, worldwide, royalty-free license to edit, publish, promote, and republish at any time in the future, and otherwise use the Applicant's submitted essay, along with the Applicant's name, likeness, statements, biographical information, and any other information provided by the Applicant (excluding the Applicant's e-mail address, physical address, and telephone numbers), in any and all media for possible editorial, promotional, or advertising purposes, without further permission, notice, or compensation (except where prohibited by law).

In the event there are an insufficient number of qualified entries, or if the ABPA determines that no entries meet the quality standards established to award the prize, the ABPA reserves the right not to award the prize. The ABPA also reserves the right to award additional prizes if more than one Applicant's essay is particularly outstanding or noteworthy. Further, the ABPA reserves the right to extend the Contest deadline if deemed appropriate.

No transfer or assignment of the scholarship prize is allowed. All expenses, including taxes (if any), on receipt and use of the prize is the sole responsibility of the winner.

**LIABILITY WAIVER:** By submitting an entry to the Contest, the Applicant releases the ABPA, as well as agents of the ABPA, from any and all liability for any loss, harm, injuries, damages, cost or expenses arising out of or relating to participation in the Contest, or the acceptance, use or misuse of the prize. Under no circumstances shall the released parties be liable for indirect, incidental, consequential, special or exemplary damages, attorneys' fees, or any other damages. In jurisdictions that do not allow the exclusion or limitation of liability for consequential or incidental damages, the ABPA's liability is limited to the greatest extent permitted by law. By entering and/or accepting the prize, the Applicant agrees to hold and indemnify the ABPA, and its respective promotional partners, directors and officers, harmless for liability, damages, or claims for injury or loss to any person or property, relating to, in whole or in part, directly or indirectly, participation in the Contest, the acceptance and/or subsequent use or misuse or condition of the prize awarded, or any claims including but not limited to claims based on publicity rights, defamation, invasion of privacy, or copyright infringement.

**DISPUTES:** The Applicant agrees that any and all disputes that cannot be resolved between the parties, and causes of action arising out of or connected with the Contest, shall be resolved individually, without resort to any form of class action. Further, in any such dispute, under no circumstances will the Applicant be permitted to obtain awards for, and hereby waives all rights to claim punitive, incidental or consequential damages, or any other damages, including attorneys' fees, other than the Applicant's actual out-of-pocket expenses (i.e., the costs associated with entering the Contest), and the Applicant further waives all rights to have damages multiplied or increased.

**CONFIDENTIALITY:** The ABPA shall not use or sell the information provided by the Applicant in any manner other than as it relates to the scholarship. Each essay will become the property of the ABPA once submitted, and shall not be returned.

**APPLICANT SPONSOR:** The application form must list the name of a parent, teacher or sponsor of the Applicant. That person may review the submitted essay and act as the key contact between the Applicant and the ABPA. It is recommended that the Applicant have a parent, teacher or sponsor review all material to ensure it is complete and contains all of the necessary forms, and that the essay properly addresses the topic and is free of typographical and grammatical errors.

## ESSAY COMPETITION GUIDELINES

- 1) The essay shall be an original work in English. Illegible, incomplete, forged or plagiarized entries will not be accepted. The Applicant is required to include a statement in the essay that this is his/her original work, that it arises out of the Applicant's own research, and that the work, assistance and ideas of any other people have been credited.

There is no set wording to give proper credit, but the following are suggested:

- a. *If the essay results from research the Applicant has undertaken on his/her own:*  
"I certify that this essay is my own work, and that any ideas or quotations from the work of other people, published or otherwise, are fully referenced."
- b. *When the Applicant's work has been supported by another:*  
"I acknowledge the helpful guidance and support of my teacher, Mr. X."
- c. *The occasional use of the ideas of others can be covered in the body of the essay by:*  
"I am indebted to Ms. X for her insight on this issue."
- d. *If the entire essay relies heavily on the work of another:*  
"This essay is heavily based upon the work of Mr. X."

- 2) The body of the essay shall be no fewer than 700 words and no greater than 1,200 words in length (excludes the title page, any footnotes, bibliography/references page, and biography page). Entries must be submitted in 12-point Times New Roman, or an equivalent font, be double-spaced, and with a one-inch margin on all sides of the page. Graphics are not permitted. An original copy of the essay must be submitted.
- 3) All submissions shall include a word count, as described in (2) above. Word counts based on a word processor are acceptable.
- 4) Essays must be submitted electronically as a PDF; essays submitted in any other format will not be considered.
- 5) The essay shall include the following four parts:
  - A) Title page
  - B) Essay pages
  - C) Bibliography/references
  - D) Applicant's biography
- 6) The title page, bibliography/references and Applicant's biography shall each be listed on separate pages. No reference to the Applicant's name or Applicant information should be made on the essay pages or bibliography/references to avoid any possible bias by the judges. Strict adherence to these rules is required. Essays that do not confirm to the rules may be disqualified prior to judging.
- 7) The title page shall include the title of the essay, the Applicant's name, address, telephone number, and e-mail address (if available). In addition, the title page shall include the Applicant's grade level, and name, address, and telephone number of the high school in which the Applicant is enrolled, or mention of whether the Applicant is home-schooled.
- 8) The essay shall include a bibliography with reference notes unless the American Psychological Association (APA) style of writing is used. Reference notes (footnotes or endnotes) give the sources of your information or ideas. Footnotes are placed at the bottom of the page where the information appears. Alternatively, you may gather all the notes at the end of the text as endnotes.

Citations in the bibliography or references should follow the guidelines of manuals such as the [MLA Handbook for Writers of Research Papers](#) or [A Manual for Writers of Term Papers, Theses, and Dissertations](#). Typically an entry will have at least the name of the author or editor, the title of the work, and the date and place of publication. The bibliography should be arranged alphabetically by the last names of the authors.
- 9) Any essay using crowd-sourced and publicly editable sources such as Wikipedia **will be disqualified!**
- 10) The Applicant's biography is limited to one page. Recommended topics to be included are academic awards and achievements, school activities, community service projects and activities, hobbies, and plans for further education.

**The essay should contain the following:**

- 1) An **introduction** of the subject that contains an explanation of the position taken by the Applicant. The objective is to demonstrate that the Applicant understands the Contest question, and has formed a response to it.
- 2) The **body** of the essay develops the Applicant's argument using research and analysis. The process of analysis may include comparing and contrasting, differentiating among several ideas or events, critiquing a variety of perspectives, interpreting results, or drawing inferences. Be sure to identify the sources of your information or ideas.
- 3) A **conclusion** summarizes the research and analysis presented in the essay. Drawing on ideas already presented, the Applicant should demonstrate that the conclusion supports the position put forward in the body of the essay. The goal should be to convince the reader that the position is reasonable and valid.

**Additional suggestions:**

- 1) Essays that use a variety of sources, such as news magazines, newspapers, books, government documents, and publications from research organizations, fare better in the Contest.
- 2) The Internet or World Wide Web should not be the only source of information for your essay. Be aware of "republished" or "third generation" information on the Internet that is inaccurate or improperly attributed. When citing Internet sources, the Applicant must include the following information: author(s), title of work, Internet address, and date that the information was accessed. Detailed instructions can be obtained from the manuals listed in (8) above. For the purposes of this essay, Internet sources should be listed separately from non-electronic sources, such as books, journals, magazines, and newspapers.

***Thank you in advance for your essay submission and good luck!***