



Asian American Bar Foundation of Houston, Inc.

P.O. Box 1351  
Houston, Texas 77252

**AABF Pro Bono Scholarship - Fall 2020 / Spring 2021 / Summer 2021**  
Scholarship Application Guidelines

The Asian American Bar Foundation of Houston, Inc. (the “**AABF**”) seeks to award a scholarship to an individual (the “**Recipient**”) who will further their legal education and training while primarily being exposed to the pro bono programs and legal practice at Houston Volunteer Lawyers (“**HVL**”) which generally “educate and serve Asian American lawyers and communities in the greater Houston and surrounding areas” in accordance with the mission of the AABF. The Recipient’s education and training will be supervised by HVL, mainly under the direction of Elizabeth Tran, in a manner that serves the foregoing primary purpose.

The Recipient is expected to further his/her legal education and training during a ten week period to occur during the fall semester of 2020, spring semester of 2021, or summer of 2021, as applicable. The Recipient is expected to devote his/her part-time efforts to further his/her legal education and training at HVL, equivalent to not less than 10 hours per week.

The Recipient will receive a **\$4,000** award (payable in two equal installments on dates to be determined). The Recipient shall deliver a report to the AABF summarizing his/her scholarship activities and how the grant was used to further the Recipient’s legal education and training. The award is to be used for the Recipient’s law school tuition and fees, books, supplies, and equipment for law school courses.

The Recipient must be enrolled as a full time law student at an American Bar Association accredited law school. Preference shall first be given to those qualified full time law students enrolled at an ABA accredited law school in the greater Houston area.

Each Applicant should submit an application package / curriculum vitae containing the following information to the Scholarship Committee:

1. Name of applicant
2. Contact information (name, address, telephone number, e-mail address)
3. Name of school
4. School address and contact information for registrar’s office
5. Degree sought
6. Expected graduation date

7. Copy of transcript, GPA and class rank (if available) or other proof of enrollment at an accredited law school
8. Educational background
9. Course work at current or previous schools relevant to AABF's purposes listed above
10. Employment history (if any)
11. Employment experience relevant to AABF's purposes listed above or demonstrating applicant's commitment to public service
12. Community and volunteer experience relevant to AABF's purposes listed above or demonstrating applicant's commitment to public service
13. Independent research or publications relevant to AABF's purposes listed above or demonstrating applicant's commitment to public service
14. Awards, honors, scholarships received
15. Other activities, hobbies, skills, positions held in any organizations, etc.
16. Any other information that applicant desires to provide to assist in the application process
17. Cover letter stating interest in the scholarship and proposed dates for serving the ten week period at HVL, and whether such time period is for the spring semester, summer, or fall semester
18. Name and contact information of at least one professional or educational reference of the applicant (please do not provide more than three references)

Scholarship applicants are advised to use these application guidelines as a reference and checklist to ensure that all necessary information is provided with the original application package. The Scholarship Committee may contact applicants if additional information is required, but the Scholarship Committee reserves the right to disqualify application packages from consideration if key information is not included. The Scholarship Committee reserves the right in its discretion to select more than one Recipient, to select only one Recipient, or to decline making the award.

**Application packages must be sent via email in PDF format by no later than November 15, 2020,** with reply confirmation that the application has been received, to:

Joyce Kao Soliman  
Chair of the AABF Board of Trustees  
Porter Hedges LLP  
[jsoliman@porterhedges.com](mailto:jsoliman@porterhedges.com) and with a copy by email to: [aadame@porterhedges.com](mailto:aadame@porterhedges.com)

When sending your application material via email, you must include "AABF - PRO BONO SCHOLARSHIP" in the subject line. Please send a follow-up email if you do not receive a reply confirmation within 24 hours.

If you have any questions please contact Joyce Kao Soliman at 713.226.6685. Thank you.