

# THE GREGORY SOBEL DIVERSITY IN MEDIATION SCHOLARSHIP APPLICATION

## CENTER FOR ALTERNATIVE DISPUTE RESOLUTION'S MEDIATION TRAINING

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### **Instructions for Submitting Your Application and Essay Electronically**

If you choose to submit your application and essay electronically, download the application and essay form located at [www.natlctr4adr.org](http://www.natlctr4adr.org). All the required formatting has been included in the downloadable application and essay. Therefore, no formatting adjustments are necessary.

E-mail your completed application and essay as attachments (formatted as a PDF file) to [centerforadr@earthlink.net](mailto:centerforadr@earthlink.net). If you do not have an electronic signature, which is required on the last page of the application, please forward the original signed signature page of the application by US mail to the Center for ADR, the Gregory Sobel Diversity in Mediation Scholarship, Post Office Box 4744, Crofton, MD 21114 or by private delivery service (FedEx, UPS, etc.) to the Center for ADR, the Gregory Sobel Diversity in Mediation Scholarship, 7315 Hanover Parkway, Suite C, Greenbelt, MD 20770. Submissions must be received (including the signed application page) on or before the deadline. Applications submitted electronically will not be deemed completed unless the application is fully filled out, signed with an electronic signature (or the signed original signature page is forwarded to the Center) and is accompanied by a written response to the essay questions. The electronic receipt will be sent once the application is received.

### **Instructions for Submitting Your Application and Essay by US Mail or Private Delivery Service (FedEx, UPS, etc.)**

If you choose to submit your original application and essay by US mail or private delivery service (FedEx, UPS, etc.), your submission must be received on or before the deadline. The date of receipt of your application (including an original and five copies of the application and six originals of the essay) will be the date the mailed documents are received by the Center for Alternative Dispute Resolution (Center for ADR).

Your essay should be typewritten. You are asked to submit an original and five copies of your application and six originals of your essay answers. Please do not attach your answers to the application with staples or paper clips. Do staple your answers as a separate document. Do not use a cover page for your answers (please see sample essay format on page 3). Applications submitted by US mail or private delivery service (FedEx, UPS, etc.) will not be deemed completed unless the application is fully filled out, signed and is accompanied by a written response to the essay question.

## Essay Format

- § Include Header on the upper left-hand corner of each page of essay with the applicant's name, the city and state, and the date of the application.
- § 1" top, bottom, left and right margins.
- § Type your response after each question in double-space format.
- § Include page numbers using "Page# of #" format.
- § See the sample format on the page 3.
- § 2-4 pages in length.
- § Six originals of the essay along with the application (one original and five copies) submitted by US mail to the Center for ADR, the Gregory Sobel Diversity in Mediation Scholarship, Post Office Box 4744, Crofton, MD 21114 or by private delivery service to the Center for ADR, the Gregory Sobel Diversity in Mediation Scholarship, 7315 Hanover Parkway, Suite C, Greenbelt, MD 20770. **If you submit your application and essay by mail, do not send an additional copy electronically.**
- § **FAXES OF THE APPLICATION OR OF THE ESSAY WILL NOT BE ACCEPTED.**

If you have any questions, please feel free to call Linda Sternberg at (301) 313-0800.

Name of Applicant  
Applicant's City, State  
Date of Application

**SAMPLE FORMAT**

**Essay Questions**

What does diversity in ADR mean to you?

Type response here.

Why are you applying for a Gregory Sobel Diversity in Mediation Scholarship?

Type response here.

Describe a creative way you think would be helpful in increasing diversity in the ADR field.

Type response here.