**2018 Vocational/Technical Program Scholarship Application and Eligibility Requirements**

**What is the NUCA of DC Vocational/Technical Program Scholarship?**

The NUCA of DC Vocational/Technical Program Scholarship is a $1,500 as a ONE TIME scholarship.

**Who may apply?**

Any individual who is employed by or the child of someone employed by a NUCA of DC Member company and who will be enrolling in an accredited vocational or technical program between July and December 2018. Applicant must be affiliated with a NUCA of DC Member in good standing, with dues paid in full for the current year at the time of application. Applicant must be affiliated with the firm that is the actual NUCA of DC member. Out of area or branch offices of NUCA of DC members are not eligible. Applicants must be a US citizen or legal resident (proof of citizenship/legal residency required). Applicant must pursue a degree, certificate or credential in a construction-related program that is NOT a 4-year university degree.

**What programs qualify?**

Applicant MUST be enrolled or intend to enroll in an approved accredited program. It is the APPLICANT’s responsibility to confirm that their program of choice is accredited by one of the following:

1. [ABET](http://main.abet.org/aps/Accreditedprogramsearch.aspx) accredited
2. [ACCE](http://www.acce-hq.org/accredited_programs/category/associate-programs/) (accredited or non - degree recognized)
3. [COE](http://council.org/membership/) accredited
4. [ANSI](https://www.ansi.org/about_ansi/accredited_programs/overview) accredited
5. [IACET](https://www.iacet.org/resources/accredited-providers-list/) accredited

f) [NCCER](https://www.nccer.org/workforce-development-programs/credentials-registry) accredited

g) Registered Apprenticeship program (federal or DC/MD/VA state registered)

**How and When to apply?**

Complete the ENTIRE application in accordance with the instructions. Applications may be submitted by USPS Mail or by Email. All applications regardless of method of submission must be received by NUCA of DC no later than **April 13, 2018 at 11:59pm**. NUCA of DC bears no responsibility for delays by the US Postal Service for late delivery. If you are mailing the application, make sure you send it in plenty of time for it to arrive by the deadline.

Mailing address:

NUCA of DC

455 Massachusetts Ave, NW

Suite 150-502

Washington DC 20001

Email Address:

[ED@nucaofdc.org](mailto:ED@nucaofdc.org)

(please specify “Scholarship Application” in Subject

**What must accompany the application?**

* Official High School Transcript (unofficial transcripts that clearly indicate the institution’s name and the applicant’s name may be accepted with explanation why an official transcript is not available. Text versions cut and pasted from school’s website are not acceptable)
* Letter of Recommendation from current employer (the NUCA of DC employer)
* Letter of Recommendation from an unrelated individual in your community who has known you at least two years OR an employer, coach or director of club in which you have participated

**How will the confidentiality of the application be protected?**

When the COMPLETE application has been received by NUCA of DC, each application will be assigned a number and an acknowledgement sent to the applicant. The application is handled only by NUCA of DC staff. Once this has been done, the first page of the application will be placed in a sealed envelope marked only with the application number. The anonymous application will then be reviewed by the NUCA of DC Scholarship Committee.

**How will the application be judged?**

The scholarship application will be evaluated by the NUCA of DC Scholarship Committee based on the general worthiness of the applicant. Consideration will be given to (1) career goals, (2) current and past employment and/or leadership experience, (3) letters of recommendation, (4) thoroughness of the completed application. Incomplete applications will NOT be considered.

This is a merit based scholarship, not based on financial needs.

**How can I obtain additional information?**

If you have any questions or need clarification of any details, contact NUCA of DC Executive Director Debora Harvey by telephone at 202 607 7658 or by email at ed@nucaofdc.org

**2018 Vocational/Technical Program Scholarship Application**

The Applicant must complete this form. Sign this sheet and have a parent or guardian approve the application. Answer all of the questions. If a question does not apply, write “n/a” in the space provided. Please type or write legibly.

**Applicant Information**

NAME OF APPLICANT

STREET ADDRESS

CITY, STATE, ZIP

PHONE NUMBER

EMAIL ADDRESS

DATE OF BIRTH (mm/dd/YYYY)

NAME OF SECONDARY OR HIGH SCHOOL

YEAR OF GRADUATION

NUCA OF DC MEMBER FIRM

Who is the employee of the NUCA of DC member firm? \_\_\_\_\_\_ Self \_\_\_\_\_\_Parent

Please provide complete name and position of the employee of the NUCA of DC member firm:

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***General Information***

Work Experience

Name and location of Vocational/Technical Program you intend to begin in 2018

Have you been accepted?

What will you do once you earn your degree/certification/credential?

What are your long-term career plans?

***Academic Information***

Name and address of high school

Year of Graduation

Specialized Course of Study in High School/Secondary School (if applicable)

Cumulative GPA (including scale, eg. 2.98/4.0)

***Community Information***

Please list and explain any volunteer or community programs in which you are involved (examples: playing or coaching a sport, church activities, etc).

How do you spend your time when not at work?

Checklist: Please make sure you have a complete application prior to submitting.

* Official or unofficial (see requirements above) High School Transcript
* Letter of Recommendation from current employer
* Letter of Recommendation from an unrelated individual in your community who has known you at least two years OR an employer, coach or director of club in which you have participated
* Complete Application