

INSTRUCTIONS
MERIT SHOP CONSTRUCTION SCHOLARSHIP PROGRAM
2019-2020 Academic Year
Return by: Friday, February 22, 2019

The Merit Shop Construction Scholarship Program is sponsored by the **Keystone Chapter of Associated Builders & Contractors (ABC)** and is administered by the **Merit Shop Training & Research Center** (known hereafter as the Center).

The purpose of the Merit Shop Construction Scholarship Program is to assist individuals seeking to further their education in careers in construction. This assistance is provided through scholarships. To be eligible to apply for a Merit Shop Construction Scholarship, applicants must enroll in a trade school, college or university program that is directly related to a construction career.

Preference will be given to applicants who live in the Pennsylvania counties of Lancaster, Franklin, Adams York, Dauphin, Berks, Cumberland, Lebanon, Perry, or Juniata.

Scholarship recipients will be selected by the Scholarship Selection Committee of the Merit Shop Training & Research Center, Inc. solely on the basis of merit and without regard for the race, color, religion, national origin or gender of applicants. Individuals must submit all required forms and related materials on or before **Friday, February 22, 2019** in order to be considered. This deadline includes all reference forms.

Generally, eight to twelve scholarships have been awarded per academic year. The amount of each scholarship will be determined by the Board of Trustees for the Merit Shop Training & Research Center, and generally ranges between \$1,500 and \$3,000 per scholarship.

Direct all correspondence and questions to:

Stephanie Larkin
V.P., Education, Safety and Workforce Development
Merit Shop Training & Research Center
135 Shellyland Road
Manheim, PA 17545
Phone: 717-653-8106
Fax: 717-653-6431
E-mail stephanie@abckeystone.org

PLEASE NOTE:

- **Every year we receive scholarship applications that are incomplete. Please follow through with those whom you ask to send references, transcripts, etc. Incomplete applications will not be considered.**
- **Also, please note that applications should be typed or completed on a computer. Handwritten applications must be printed clearly.**
- **You may download an application from our website <https://abckeystone.org/scholarships/>**

MERIT SHOP CONSTRUCTION SCHOLARSHIP PROGRAM

Return by: Friday, February 22, 2019

Eligibility

- Applicants must enroll in a trade school, college or university program that is directly related to a construction career.

Application

1. Application shall be made on the form obtained from the Merit Shop Training & Research Center at the offices of the Keystone Chapter of Associated Builders & Contractors, Inc. Applications may also be downloaded from the ABC Keystone Chapter website at <http://www.abckeystone.org/scholarships>.
2. All items or information requested in the application, including the reference sheets, shall be submitted to the Center.
 - a. Applicant must complete Pages 1, 2, 3 and 4 of the PERSONAL APPLICATION and return them, along with any attachments, to the Center.
 - b. Applicant must complete the top section of Page 1 of the ACADEMIC INSTRUCTOR/ADVISOR FORM and submit both Pages 1 and 2 to the instructor or advisor at his/her current school or last school attended. Instructor/advisor must complete form and return it directly to the Center.
 - c. Applicant must complete the top section of Page 1 of the EMPLOYER'S EVALUATION FORM and submit both Pages 1 and 2 to his current or a past employer. Employer must complete form and return it directly to Center.
 - d. Applicant must coordinate obtaining ACADEMIC TRANSCRIPTS from his/her current school or last school attended. Transcripts can be sent with the Personal Application or the Academic Advisor Form, but the applicant is responsible for making certain the Center receives them.
3. Applications and attachments shall be received **no later than 5:00 p.m. on February 22, 2019.**
4. An interview may be required.

Screening and Award

1. Selection will be made by the Scholarship Selection Committee of the Merit Shop Training & Research Center, Inc.
2. Selection will be made no later than the end of May 2019.
3. The scholarship funds will be forwarded to the recipient's educational institution upon presentation of a copy of the student's invoice from the educational institution for the 2019-2020 school term, and other information as designated by the Center.

Miscellaneous

1. **APPLICANTS ARE RESPONSIBLE FOR INSURING THAT ALL NECESSARY ITEMS AND ATTACHMENTS ARE SUBMITTED TO THE CENTER BY FRIDAY, FEBRUARY 22, 2019.**
2. Receipt of all completed applications will be acknowledged by the Center.

3. Direct all correspondence to:

Stephanie Larkin
V.P., Education, Safety and Workforce Development
Merit Shop Training & Research Center
135 Shellyland Road
Manheim, PA 17545

MERIT SHOP CONSTRUCTION SCHOLARSHIP APPLICATION
PERSONAL APPLICATION (Page 1)
Return by: Friday, February 22, 2019

Date _____

Please be sure to read the application instructions to determine eligibility. Information **MUST BE TYPED or PRINTED CLEARLY**. Completed application is due to the Center no later than **Friday, February 22, 2019**.

PERSONAL

1. Name in Full _____
(Last) (First) (M.I.)
2. Present Address _____
3. Permanent Address _____
4. Phone Number (Present) (_____) _____ (Parents) (_____) _____
5. Date of Birth _____
5. Your email address _____
7. Parent/legal guardian _____
Relationship _____
8. Address of parent/legal guardian _____

ACADEMIC

1. List in chronological order all schools you have attended or are currently attending together with course pursued.

School & City:	Dates: (From-To)	Completion Date:	Type of Program:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Attach separate sheet(s) providing a chronological history of your activities if not continuously enrolled in school since high school graduation. History should begin immediately after high school graduation until present time. Include specific month, year and type of activity.

PERSONAL APPLICATION (Page 2)

Return by: Friday, February 22, 2019

EXTRACURRICULAR ACTIVITIES NAME: _____

List extracurricular activities you have participated in. Indicate elective offices you have held.

Student organizations _____

Community activities _____

Athletics _____

Other _____

What has been your most important extracurricular activity, your most important contribution to it, and what has your participation in it meant to you as an individual? _____

EMPLOYMENT HISTORY

List below your three most recent jobs. This includes full-time employment, summer employment, or other part-time work. Briefly explain duties and responsibilities. If part-time work, indicate number of hours per week. Please use additional paper if you wish to list other prior jobs or internships that are related to the construction industry.

Dates _____

Firm's name _____

Type of Business (construction, retail, etc) _____

Your duties _____

Skills or knowledge attained through this job _____

Dates _____

Firm's name _____

Type of Business (construction, retail, etc) _____

Your duties _____

Skills or knowledge attained through this job _____

Dates _____

Firm's name _____

Type of Business (construction, retail, etc) _____

Your duties _____

Skills or knowledge attained through this job _____

PERSONAL APPLICATION (Page 3)

Return by: Friday, February 22, 2019

ADDITIONAL INFORMATION

NAME _____

Answer the following questions using only the space allotted.

- a. Why are you interested in a career in the construction industry? _____

- b. What events or series of events led you to this decision? What was the greatest influence?

- c. What construction field interests you? _____

- d. How does this field, that you have chosen to pursue, fit into the grand scheme of things within the construction industry? Why is it important enough to devote your life to it? _____

- e. What are your specific career goals? What do you really want to do with your life? _____

- f. Are any members of your immediate family involved in the construction industry? If so, what aspect of construction are they part of? _____

- g. Where do you plan to attend school this coming 2019-2020 year? _____

- h. What type of school is this? _____ 4-year college _____ 2-year college or trade school
How many credits will you be taking during the school year? _____

PERSONAL APPLICATION (Page 4)

Return by: Friday, February 22, 2019

ADDITIONAL INFORMATION

NAME _____

- i. Which program or major do you intend to pursue? _____

- j. Why did you choose this particular school? _____

- k. Why do you feel that you are a good candidate to work in the construction industry? _____

- l. Why do you feel you are in need of a financial scholarship? _____

- m. What are your financial needs? _____

- n. Have you been the recipient of a Merit Shop Scholarship in the past? If so, what year and for what amount? _____
- o. Where did you learn about this scholarship program? _____

ESSAY: Please **write a short essay** (At least one page, but no more than two pages, typed, double spaced) on why you are interested in a career in construction and how the merit shop and free enterprise philosophies will affect your career.
Your understanding of these concepts as they relate to your career and the construction industry is an important factor in our consideration of scholarship applications.

I agree that this application and all attachments may be used for the purpose of evaluation and selection of recipients of the Merit Shop Construction Scholarship. Further, I hereby waive any and all rights which I may have under 20 U.S.C.A. Section 1232 (g) or any other provision of law regarding disclosure of any personally identifiable information or confidential letters, recommendations or statements made by my past and present academic advisors, educators, educational institutions and employers. I have read and understood this waiver and acknowledge that execution of this waiver is not required for scholarship eligibility.

Signature _____ Date _____