



2019 Career and Technical Education Scholarships and Tuition Awards



APPLICATION INSTRUCTIONS AND INFORMATION

The Career and Technical Education (CTE) Scholarships and Tuition Awards are for outstanding CTE students in Utah. The scholarships/awards are sponsored by the Utah State Board of Education (USBE) with funds provided by participating higher education institutions. The award amount varies by institutions. Below is the list of participating institutions, the number of scholarships/awards offered, and the amount of the scholarship/award.

Institution		Number of Available Scholarships/Awards
Bridgerland Technical College	8	Waives tuition up to \$1,000
Davis Technical College	10	Up to \$1,500 toward tuition and student fees
Dixie Technical College	2	Full tuition
Mountainland Technical College	15	Tuition only
Ogden-Weber Technical College	10	One (1) year tuition or \$1,800, whichever is exhausted first
Southwest Technical College	3	Tuition waiver up to \$1,000
Tooele Technical College	6	\$500 towards tuition and student fees
Uintah Basin Technical College	2	Full tuition scholarship for one calendar year
Dixie State University	4	Full tuition for one (1) year
Salt Lake Community College	20	Full tuition for one (1) year
Snow College – Richfield	2	\$1000 tuition waiver
Southern Utah University	1	Full tuition for one (1) year
USU – Moab	1	\$2,000 tuition (\$1,000 one semester with renewal for next semester)
USU Eastern – Price	2	\$2,000 tuition (\$1,000 for two semesters)
USU Eastern – Blanding	2	\$1,000 tuition (\$500 for two semesters)
Utah Valley University	20	\$1,000 per semester (2 semesters)
Weber State University	8	\$2,000 (\$1,000 for fall; \$1,000 for spring)

- CTE Scholarships and Tuition Awards are **ONLY** offered to the higher education institutions listed above. (Note: There are no scholarships at Snow College – Ephraim.)
- The CTE scholarships/awards may **ONLY** be applied toward future programs, and not toward any expense incurred as a high school student.
- Scholarships/awards are **NOT** transferrable to another institution.
- For detailed scholarship/award information for each institution, visit the [Scholarships and Tuitions Awards website](#).
- Students should work with their high school counselor and a CTE teacher when completing this application form and portfolio.
- Advisors, parents, and others should follow directions in the application form and student portfolio **WITH EXACTNESS** to ensure the application and portfolio are accepted and considered.

Questions?

Contact Ashley Higgs at 801-538-7594

APPLICATION REQUIREMENTS

2019 Career and Technical Education Scholarships and Tuition Awards

1. To be eligible to apply for a CTE Scholarship and Tuition Award the applicant must be:
a lawfully present in the United States **AND** must be a current Utah resident.
a high school senior, currently enrolled in a Utah public secondary school,
eligible to graduate from a Utah public secondary school before September 1, 2019,
in the process of completing or continuing courses in one of the following CTE Career
Clusters:
 - Agriculture, Food & Natural Resources;
 - Architecture & Construction;
 - Arts, Audio/Visual Technology & Communications;
 - Business Management & Administration;
 - Education & Training;
 - Engineering & Technology;
 - Finance;
 - Health Science;
 - Hospitality & Tourism;
 - Human Services;
 - Information Technology;
 - Law, Public Safety, Corrections & Security;
 - Manufacturing;
 - Marketing; or
 - Transportation, Distribution & Logistics.
2. The applicant’s occupational goal must be clearly stated in the applicant’s narrative—what
additional CTE training the applicant intends to seek and how the applicant plans to obtain
employment once the training is completed.
3. The applicant must verify that the CTE program he/she wants to enroll in is offered at the
selected institutions. For detailed tuition award amounts, and the criteria for each
institution, visit the “Institution Information” section on the [CTE Scholarships and Tuition
Awards website](#).
4. The application must include all of the requested information, including all attachments,
and be submitted electronically to the Utah State Board of Education no later than **Friday,
February 1, 2019 at 5:00 PM/MST**.
5. The applicant may accept other private scholarships. However, be aware that at some
participating institutions applicants cannot accept a CTE scholarship or tuition award and
another scholarship from the same institution.
6. Note the following critical dates:
 - Friday, February 1, 2019:** Online application submitted to USBE.
 - Friday, March 1, 2019:** Award recipient/winners notified by email. (If you do not receive
a written award notice by Monday, April 22, 2019, you are not a recipient of a
scholarship.)
7. Visit the [Scholarships and Tuition Awards website](#) at to view the timeline of all dates,
including the CTE Scholarships and Tuition Awards Banquet that will be held to honor
scholarship recipients, Tuesday, April 23, 2019.

AWARDS WILL NOT BE DISTRIBUTED BY THE USBE AT INDIVIDUAL HIGH SCHOOL AWARDS ASSEMBLIES.

APPLICATION FORM
2019 Career and Technical Education
Scholarships and Tuition Awards

STUDENT INFORMATION:

First Name: _____ Last Name: _____

Full Address: _____

Phone: _____ Alternate Phone: _____

Email: _____

High School: _____ School District: _____

I am a U.S. Citizen: Yes No

If No, are you lawfully present in the U.S.? Yes No

I am a Utah Resident: Yes No

PARENT OR GAURDIAN INFORMATION:

First & Last Name: _____ Phone: _____

First & Last Name: _____ Phone: _____

Full Address: _____

Email: _____

NOMINATING TEACHER INFORMATION:

First & Last Name: _____ Email: _____

HIGH SCHOOL COUNSELOR OR HIGH SCHOOL CTE COORDINATOR:

First & Last Name: _____ Email: _____

POSTSECONDARY INSTITUTIONS:

From the list below, **choose TWO (2) postsecondary institutions that you would like to attend.** Do not request a postsecondary institution that is not listed below. If you list only one institution choice and it is unavailable for a scholarship/tuition award we will NOT give you a scholarship/award to another institution.

1st Choice:

2nd Choice:

What is your post-high school CTE Occupational Goal? (Be specific, for example, accountant, business education teacher, carpenter, dental assistant interior designer, mechanical engineer, veterinarian, welder, etc.)

(100 word count limit)

What is your Career Cluster

What is your Career Pathway

Other

List all the Career and Technical Education courses you completed during high school (Grades 9-12).

Are you a CTE Pathway Completer? **Yes** **No**

(A completer is a student who has completed 3.0 credits in a single CTE program of study.)

If not, are you a CTE Pathway Concentrator? **Yes** **No**

(A concentrator is a student who has completed 1.5 credits in a single CTE program of study.)

For more information visit the [Career Pathways website](#).

Attach any CTE Skills Certificates or industry certifications you earned during high school (Grades 9-12).

You must click this for each attachment but multiple attachments are allowed.

What work experiences and/or internships did you have during high school (Grades 9-12)?

(100 word count limit)

Select any of the Career and Technical Student Organizations (CTSO) you participated in during high school (Grades 9-12).

- | | | |
|---|--------------------------------|--|
| <input type="checkbox"/> DECA | <input type="checkbox"/> FBLA | <input type="checkbox"/> SkillsUSA |
| <input type="checkbox"/> Educators Rising | <input type="checkbox"/> FCCLA | <input type="checkbox"/> TSA |
| <input type="checkbox"/> FFA | <input type="checkbox"/> HOSA | <input type="checkbox"/> I did not participate in a CTSO |

If you participated in a CTSO during high school, what leadership and workplace skills did you develop by being involved in a CTSO? For example, workplace skills could include *communication, problem solving, teamwork, critical thinking, dependability, accountability, etc.*

(200 word count limit)

Explain what other skills related to the workplace are required for you to enter and succeed in your chosen career. (200 word count limit)

What other leadership, citizenship, and/or service experiences did you participate in during high school (Grades 9-12)? (100 word count limit)

Outline and discuss your educational and occupational goals. (Highlight the CTE training this scholarship will provide for you if you receive a CTE Scholarship and Tuition Award.) (300 word count limit)

Reflecting on your high school years (Grades 9-12), how did the CTE courses you completed prepare you for life after high school? What advantages did they provide for your college and career plans? (300 word count limit)

What advice would you offer to future students about taking CTE courses during high school? (100 word count limit)

Was there an educator (teacher, counselor, administrator) who was especially influential in your career choice? If so, who? What did they do to help you? (100 word count limit)

LETTERS OF RECOMMENDATION AND TRANSCRIPTS OF CREDIT

2019 Career and Technical Education Scholarships and Tuition Awards

Letters of Recommendation

You are required to have two (2) signed letters of recommendation from the following:

- One letter from a CTE Teacher
- One letter from another teacher, high school counselor, principal, or community person who knows your strengths and abilities.

You must click this for each attachment but multiple attachments are allowed.

Transcripts of Credit

- On your official high school transcript, **HIGHLIGHT** all of the CTE courses you have completed.
 - Have your transcripts **SIGNED** by your high school counselor/registrar **or** have the transcripts stamped with the official school seal.

You must click this for each attachment but multiple attachments are allowed.

APPLICATION VALIDATION SIGNATURES

2019 Career and Technical Education Scholarships and Tuition Awards

The signature page on Page 7 must be signed, electronically preferred. Please email the application to the nominating teacher first for digital signature. Once you have received it from the nominating teacher, email the application to your high school counselor or CTE coordinator for digital signature. Continue these steps until you have all required signatures.

If you are unable to receive digital signatures, an alternative method is to print Page 7, and obtain the required signatures including date handwritten. Once all signatures have been collected, scan Page 7 and attach the file to your application below.

Once you have completed the required information, collected all required signatures, and attached all necessary documents, please submit your application to Ashley Higgs at ashley.higgs@schools.utah.gov.

All applications must be received by 5:00 PM/MST on Friday, February 1, 2019. No hard copies will be accepted.

APPLICATION VALIDATION SIGNATURE PAGE

STUDENT INFORMATION:

First Name: _____ **Last Name:** _____

I, the **Scholarship Applicant**, have:

- Read, understood, and completed all rules and requirements of the CTE Scholarships and Tuition Awards application.
- Confirmed the admission standards for the institution listed as your first and second choice, and that you qualify for admission to each institution.

Scholarship Applicant Signature

Date

I, the **Nominating Teacher**, have:

- Verified the scholarship applicant is seeking:
 - A one-year certificate program or a two-year associate degree, or a four-year degree in a CTE area.
 - Plans on employment immediately after completing the training.
- Confirmed that the selected institutions offer the program of study the applicant is seeking.

Nominating CTE Teacher Signature

Date

I, the **High School Counselor OR High School CTE Coordinator**, have:

- Reviewed the postsecondary admission requirements with the above student applicant and found that the student meets the admission criteria for the selected institutions.
- Advised the student applicant of the following-
CTE Scholarships and Awards must be used specifically in Career and Technical Education areas/ curriculum. The awarding institution may revoke scholarships not used by the recipient as stipulated.
- Attest that this student applicant is **on track to graduate THIS school year.**

High School Counselor or High School CTE Coordinator Signature

Date

I, the **Parent or Guardian**, give my permission for:

- CTE to use a school photo and/or photos from the CTE Scholarship Banquet and/or narrative, or portion of the narrative, from the portfolio section of this application in CTE publications and on CTE websites such as schools.utah.gov/cte, UtahCTE.org, and ACTEonline.org—and the Utah CTE communities of Instagram, Twitter and Facebook.
- I hereby release USBE, and any of its associates or affiliate companies, their directors, officers, agents, faculty, staff, students, and customers and any and all appointed advertising agencies, their directors, officers, agents, and employees from all claims of every kind on account of such use or reproduction.

Parent/Guardian Signature

Date