TBA ISD CTC CAREER-TECH CENTER

January, 2010

Dear CTC Academic Scholarship Applicant:

The Career-Tech Center has established a merit-based scholarship available to seniors. Students must meet the following requirements to be eligible for the scholarship:

- **Must be enrolled at CTC for the full 2009/2010 school year**.
- **Must have a grade of B or better in your CTC program.**
- **Must have earned full credit as per CTC attendance policy.**

To apply for the scholarship, please complete the following:

1) Go www.tbactc.org , click on scholarships, and open the CTC Scholarship application. **Complete the form online** and then print it out and sign it. (Your application can be saved to the computer or a flashdrive.)

2) Two personal recommendations. This can be a letter of recommendation or you may use the attached CTC Scholarship Recommendation form, which is also available online at www.tbactc.org. One recommendation **must** be from your program instructor or parapro; the other must be from an adult outside of CTC who is not related to you.

3) A copy of your high school transcript

4) An acceptance letter from a college or technical school.

5) A copy of your resume.

6) Attach all documents to the CTC Scholarship Cover Sheet (available online @www.tbactc.org)

******Completed applications are due by 3:00 p.m. on March 26, 2010 ******

After reviewing the applications, if you qualify, will participate in a short interview with the scholarship committee. You will be scored on your professional appearance and will be asked to give a brief presentation about a technical skill you have learned in your program. You are encouraged, but not required, to bring a portfolio to the interview. The committee will be interested in your achievements in the following areas: academic, technical, community service, leadership, extra-curricular activities, work experience and your career goals and future plans. Interviews will be held on Thursday, April 22 and Monday, April 26, 2010.

Your work ethic, grades, attendance and disciplinary record will be taken into consideration when determining the awards. The scoring rubric for scholarship awards can be viewed online. If you need any assistance with your application, or would like assistance with interviewing skills, please contact the Student Services Office or see your CTC counselor.

Students who do not meet eligibility requirements, or submit a late or incomplete application will not be considered for the scholarship.

Sincerely,
Mrs. Carol Smith 231.922.6281 (csmith@tbaisd.k12.mi.us)
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