



2017 CTC Tools of the Trade Award

Purpose: The CTC Tools of the Trade award is for students who are attending college or other types of technical training following high school or going directly into the work force. Scholarship awards are to be used for tools or other physical materials required for school or employment.

Amount: \$500 - \$1,000

Eligibility:

- Senior
- B or higher grade in CTC program for first semester, 2016-17.
- B or higher grade in the academic portion of CTC program (i.e. ELA, Geometry, etc.)
- Received full credit for first semester of 2016-2017 school-year
- Attended CTC for the full 2016-2017 school-year.

Requirements:

- Complete the application online at www.tbactc.org/general-info/scholarships.asp
No handwritten applications will be accepted.
- Two letters of recommendation (may use CTC Recommendation Form)
- Current resume
- All documents attached to the cover sheet.

**Due: Applications must be turned into Student Services by 3:00 PM
Friday, March 17, 2017**

Late or incomplete applications will not be considered.

Interviews:

After the selection committee reviews all applications, an interview will be scheduled for qualified applicants. Interviews will be scheduled on **Wednesday, April 12 and Thursday, April 13, 2017**. At the interview, the applicant will be asked to give a short presentation demonstrating a skill the applicant learned in the CTC program. Professional dress and demeanor are an important part of the interview.

Website: All necessary award application materials are available on the Career-Tech Center website at: www.tbactc.org/general-info/scholarships.asp

A student, applying for this award, may not apply for the CTC Academic Scholarship. For questions or further information, contact:

Kris Wendland	231.922.6278	kwendland@tbaisd.org
Barry Bialik	231.922.6281	bbialik@tbaisd.org

2017 CTC Tools of the Trade Award Cover Sheet

Name: _____

Program: _____ AM PM

Please attach this sheet and return with the following documents:

- Tools of the Trade Application**
 - Completed online and printed
 - Signed and dated

- Two letters of recommendation or CTC Scholarship Recommendation Forms**
 - One from CTC instructor or parapro
 - One from an adult outside of CTC who is not related to applicant.

Resume - updated in 2016-2017

- Including technical skills/certifications, awards and honors, co-op or work experience and career goal(s).

Please turn this sheet with ALL required documents by:

Friday, March 17, 2017 - 3:00 PM

Late or incomplete applications will not be accepted

Office Use Only

Date turned in: _____ Time: _____

Received by: _____

TOOLS OF THE TRADE

Question 1:

List the item(s) you would purchase if you were awarded a \$500 scholarship.

ITEMS TO PURCHASE	COST (rounded to dollar)
Subtotal	
6% Tax	
Total	

Question 2:

Explain why you selected the items listed and how you will use them to meet your career goal (200 word minimum).

2017 CTC TOOLS OF THE TRADE AWARD RUBRIC

Applicant's Name _____

CTC Program _____ Home High School _____

Application – 60 points

CTC Grade = _____ Academic Grade = _____ # of Absences= _____

CTC Program Grade	Points	CTC Academic Grade	Points	Absences	Points
A	10	A	5	0	10
A-	8	A-	4	1	8
B+	6	B+	3	2	6
B	4	B	2	3	4

Points for grades/attendance (25 points) _____

Additional points awarded to second year students (A/A- 10 pts.; B+/B – 7 pts.; B-/C+ 1pt.) _____

Employment, co-op jobs, volunteering, awards and honors from 9th to 12th grade (10 points) _____

Essay Question 1 (5 points) _____

Essay Question 2 (5 points) _____

Resume (5 points) _____

Total _____

Interview/Presentation - 40 Points

Professionalism- appearance and demeanor – 10 points _____

Interview question – 10 points _____

Project Presentation – 20 points total _____

1) Preparation- materials, procedure sheet, handouts – 5 points _____

2) Content – organization, clear explanation of project – 10 points _____

3) Knowledge – able to answer questions about the project – 5 points _____

Points for Application _____

Points for Presentation _____

Total Points _____



CTC Scholarship Recommendation Form

Student: _____ CTC Program: _____

Person completing form: _____ Position: _____

How long have you known the applicant? _____

In what capacity? _____

Please rate the applicant on the following items:	Never	Occasionally	Sometimes	Almost Always	Always
Is reliable and trustworthy					
Meets deadlines					
Works well with others					
Takes initiative					
Follows directions					
Attends school regularly					
Shows pride in work					
Grooming/dress is appropriate					
Demonstrates proficient technical skills					

Write a short paragraph explaining why you are recommending this student for a Career-Tech Center Scholarship.

Signature _____ Date: _____