



# BERNARD E. DILLON VOCATIONAL SKILLS SCHOLARSHIP 2017 APPLICATION

**Application Deadline: March 8, 2017**

**Eligibility for the Bernard E. Dillon Vocational Skills Scholarship:**

*AMRA members, their spouses, dependent children, and their grandchildren who are post high school students attending vocational-technical classes at an accredited or licensed vocational-technical school.*

**IMPORTANT NOTICE – Your application with all supporting documents attached must be received by AMRA no later than March 8, 2017 to avoid disqualification.**

## APPLICANT INFORMATION

**In June, 2017 I will (check one):**

**Be in the first year of my vocational education**    **OR**     **Continuing my vocational education**

Name: \_\_\_\_\_ Phone: (     ) \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Email address: \_\_\_\_\_

Relationship to AMRA sponsor:  Self  Spouse  Dependent child/stepchild (one who can be claimed as a dependent on sponsor's income tax return)  Grandchild (one who can be claimed as a dependent on their parents' income tax return).

*In order for us to send a press release to your hometown newspaper, we require the appropriate **EMAIL ADDRESS** for education-related press releases.*

**NEWSPAPER EMAIL ADDRESS** for press release: \_\_\_\_\_

## SPONSOR INFORMATION

**SPONSOR MUST BE A MEMBER OF AMRA PRIOR TO SUBMISSION OF THIS APPLICATION**

Name: \_\_\_\_\_ AMRA member number \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (     ) \_\_\_\_\_ Email: \_\_\_\_\_

***DO NOT send photograph with application.***

*Scholarship recipients will be required to provide a recent photograph of good quality (color digital preferred) suitable for publishing in the AMRA newspaper and posting on the AMRA website (see release form on page 3). **Scholarship funds will not be distributed until this requirement has been met.***

**FOR AMRA USE ONLY**    \_\_\_\_\_ Membership verified    # of pages \_\_\_\_\_

# VOCATIONAL-TECHNICAL (VOC-TECH) SCHOOL YOU PLAN TO ATTEND

\_\_\_ I plan to attend the voc-tech school indicated below, as a full-time student.

\_\_\_ I am enrolled at the voc-tech school indicated below, as a full-time student.

\_\_\_ I have not determined which voc-tech school I will be attending. I have written and enclosed a Letter of Intent to Register/Enroll as a full-time student, addressed to the Scholarship Committee. If I am selected to receive a scholarship, I understand that it is my responsibility to provide AMRA with information about the voc-tech school as soon as it is determined.

Signature of applicant: \_\_\_\_\_ Date \_\_\_\_\_

Name of voc-tech school: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Anticipated course of on-site training (i.e. welding, cosmetology, etc.) \_\_\_\_\_

I started or will start my training on (date) \_\_\_\_\_ and anticipate completion of the course on (date) \_\_\_\_\_.

## SCHOLARSHIP AWARD INFORMATION

**Scholarship recipients must present their Enrollment Verification Forms to the voc-tech school.** Following the schedule indicated below, upon receipt of the Enrollment Verification Form, AMRA will send a \$1,000 check, payable to the vocational-technical school. This scholarship may be used for tuition, fees, books and/or supplies required for enrollment or attendance and may NOT be used for payment of room and board.

Scholarships will be paid between June 15, 2017 and April 30, 2018.

**No scholarships will be paid after April 30, 2018.**  
**Any unpaid scholarship funds will be forfeited.**

# CHECKLIST OF REQUIRED MATERIALS

**The following items MUST BE submitted ELECTRONICALLY with your application.**

\_\_\_\_ **ESSAY:** *In 750 words or less, 12 pt Times New Roman and double spaced*, tell us why you deserve a scholarship from AMRA. Remember this essay is about YOU. The following subjects must be addressed in your essay. **Past educational achievements, your future educational plans and goals, your leadership abilities, extracurricular and community activities, volunteer and work experiences, character and citizenship traits.** All essays must be original, current, include a word count at the end and be included with the application. DO NOT INDICATE IF YOU ARE A PREVIOUS RECIPIENT OR APPLICANT, AND DO NOT REPEAT WORD FOR WORD INFORMATION YOU PROVIDE FOR YOUR RECORD OF ACCOMPLISHMENTS. Previously submitted essays and essays exceeding the **750 word limit** will be *disqualified*.

\_\_\_\_ **LETTERS OF RECOMMENDATION:** *Letters of recommendation must be submitted electronically, dated and contain the author's name, title, phone number and signature. Electronic signatures are acceptable.*

Choose any **three** from the list below; you may send three from a single category or use multiple categories.

- From a teacher who can describe your academic and leadership qualities.
- From anyone, *other than a relative*, who can describe your character, citizenship and community involvement.
- From a past or current employer who can describe your character, dependability and workmanship.
- From a project coordinator or team leader with knowledge of your performance on volunteer assignments/activities.

**GRADE TRANSCRIPTS: Unofficial transcripts are acceptable.**

\_\_\_\_ **High School Seniors:** Copy of high school grade transcript and ACT/SAT scores (if applicable).

\_\_\_\_ **Returning Students:** Copy of most recent vocational training grade transcript.

**SPECIAL NOTE:** Be sure your application is complete and attach all required documents from the list above. The Scholarship Committee will reject any incomplete applications.

## STUDENT RELEASE

I understand that this application form, letters of recommendation and transcript(s) will be treated as confidential material, and I give my consent to the AMRA Scholarship Committee to examine these documents. I waive my privilege to review these documents once they are submitted to the Scholarship Committee. All materials become the property of AMRA. I affirm that the information in this application is accurate to the best of my knowledge. **Furthermore, I agree to notify the Scholarship Committee Chairman immediately if I should wish to withdraw this application. If I am unable to attend the voc-tech school as planned or leave school for any reason, I will facilitate the return of any refund due to the American Military Retirees Association, Inc. by working with my voc-tech school to see that funds are returned to AMRA promptly.**

AMRA has my permission to publish my photo, my name, hometown city and state, a brief description of my educational plans, and the name of the voc-tech school in my hometown newspaper, in *AMRA News*, on AMRA's web site [www.amra1973.org](http://www.amra1973.org), and in other scholarship promotional materials.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

# RECORD OF ACCOMPLISHMENTS

## **1. SCHOLASTIC:**

Honor Societies \_\_\_\_\_

Awards \_\_\_\_\_

\_\_\_\_\_

Other \_\_\_\_\_

\_\_\_\_\_

**2. COMMUNITY SERVICE:** List agencies/individuals you have volunteered with, or who have benefited from your volunteer service during the last 12 months. For each volunteer assignment, briefly describe your level of involvement, time commitment, duties and responsibilities. Close each statement with the effect your service had on the agency or the individuals it served. (Attach extra pages, if necessary).

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**3. LEADERSHIP:** List events where you assumed or accepted a leadership role in the last 12 months. Explain circumstances that required you to demonstrate initiative and integrity in choices you made. Describe the influence you had on others and the results of your leadership or team efforts. (Attach extra pages, if necessary).

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**4. OTHER ACCOMPLISHMENTS:** (Attach extra pages, if necessary).

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## METHOD OF TRANSMISSION

Applications and all supporting documents **must be submitted electronically** according to the following instructions:

**EMAIL:** A **pdf** to [scholarship@amra1973.org](mailto:scholarship@amra1973.org) . *This email address is to be used for submission of applications and supporting documents only. See below for contact information should you require assistance.* Applications submitted by email will receive an auto-acknowledgement.

**FAX:** 518-324-5204

Applications submitted by fax will be acknowledged within 48 hours to the applicant's email address provided on page 1.

**Applications and supporting documents NOT RECEIVED IN OUR OFFICE BY 4:30p.m. (Eastern Time) MARCH 8, 2017 will be disqualified.**

## IF YOU REQUIRE ASSISTANCE

Email: [info@amra1973.org](mailto:info@amra1973.org)

Phone: 1-800-424-2969, M-F, 9:00a.m. to 4:30p.m. (ET).

## NOTIFICATION LETTERS

**WILL BE MAILED TO ALL SCHOLARSHIP APPLICANTS BY MAY 5, 2017**

## DISBURSEMENT OF FUNDS TO THOSE AWARDED SCHOLARSHIPS

**SCHOLARSHIP FUNDS WILL BE DISBURSED TO THE EDUCATIONAL INSTITUTION FOR TUITION AND FEES REQUIRED FOR ENROLLMENT AND ATTENDANCE AND FEES, BOOKS, SUPPLIES AND EQUIPMENT REQUIRED FOR YOUR COURSES. SCHOLARSHIP FUNDS DO NOT COVER ROOM AND BOARD. UPON RECEIPT OF THE ENROLLMENT VERIFICATION FORM, SCHOLARSHIPS WILL BE PAID BETWEEN JUNE 15, 2017 AND APRIL 30, 2018. NO SCHOLARSHIPS WILL BE PAID AFTER APRIL 30, 2017 AND THE REMAINING SCHOLARSHIP BALANCE WILL BE FORFEITED.**