



## Careers in Construction Scholarship Application

The Home Builders Association of Greater Cincinnati (HBAGC) provides financial scholarships to traditional and non-traditional students planning to go to a 2-year school, trade school or straight into the workforce to pursue a career in residential construction. Scholarships may be applied toward tuition/books, design materials, tools, or transportation expenses. Scholarships are awarded annually.

### **ELIGIBILITY REQUIREMENTS AND SELECTION CRITERIA**

- The applicant must demonstrate an interest in obtaining employment in the construction industry upon graduation.
- Applicants will be evaluated on the following criteria: career goals, academic/industry achievement, employment history and letter of recommendation.
- Scholarships must be utilized in the academic year in which they are awarded.
- Scholarship checks are distributed by the HBAGC Careers in Construction Scholarship Fund. Scholarship awards used for design materials, tools or transportation expenses will be awarded as a reimbursement with appropriate documentation indicating need and proof of purchase. Prior approval is required for reimbursements.
- Previously awarded scholarship recipients are invited to apply for the renewal of their scholarship in subsequent years until graduation. Renewal applications will be judged based on continued focus on residential construction, industry contributions and/or academic performance.

## Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_

*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Have you ever been convicted of a felony?    YES    NO  
      

If yes, explain: \_\_\_\_\_

Do you have any family members/close friends who work for HBAGC or an affiliate company?    YES    NO  
      

If so, list name and relationship: \_\_\_\_\_

## Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?    YES    NO    Area of focus: \_\_\_\_\_  
      

*If you have not graduated yet, list your anticipated date of graduation in the "To" field.*

Are you currently enrolled in a high school construction training/trade program?

School name: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?    YES    NO    Area of focus: \_\_\_\_\_  
      

*If you have not graduated yet, list your anticipated date of graduation in the "To" field.*

### **Post-secondary education (college or trade school attended after high school), if applicable.**

School name: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?    YES    NO    Area of focus: \_\_\_\_\_  
      

*If you have not graduated yet, list your anticipated date of graduation in the "To" field.*

Are you currently enrolled in a post-secondary construction training/trade program?

School name: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?    YES    NO    Area of focus: \_\_\_\_\_  
      

*If you have not graduated yet, list your anticipated date of graduation in the "To" field.*

### Employment (if applicable)

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

Is this company a member of the HBAGC? YES NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

Is this company a member of the HBAGC? YES NO

### Military Service (if applicable)

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to a scholarship award, I understand that false or misleading information in my application or interview may result in forfeiture.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Letter of Recommendation/Reference

*You must submit one letter of recommendation from an instructor/advisor, current/former supervisor, or industry tradesman who is familiar with your academic performance, work ethic or need for financial assistance OR provide us with the name of 3 references for us to contact directly.*

**Instructions:** The letter of recommendation should be submitted as a separate pdf with your application and include the following content:

- A brief introduction that states the recommender's name, employer, phone, address, email address and relationship to the applicant.
- An overview of the applicant's strengths and why they believe the applicant would be a good candidate for our scholarship. Applicable examples demonstrating the applicant's strengths would be appreciated.
- Recommender's signature on the letter.
- If submitting 3 references, please provide their name, phone, email address and relationship to the applicant.

## Personal Reflection

In 500 words or less, please tell us why you are applying for this scholarship, how you would use the funds if awarded, and what excites you about pursuing a career in residential construction. Please save this document as a pdf and submit it with your application.

## Other Information and Qualifications - Optional

If there is additional information you would like to share with us related to your personal achievements (extra-curricular activities, awards, achievements, etc.) please provide a separate pdf highlighting these achievements including the date achieved/awarded and submit with your application.

## Application Submission Instructions

The following information is required for this application to be submitted in full. Incomplete applications will not be accepted.

- Completed application
- Letter of recommendation
- Personal reflection
- Other information that you feel is beneficial to your consideration for a scholarship
- Transcripts may be requested as part of the review process.

Completed applications should be emailed to: [Info@cincybuilders.com](mailto:Info@cincybuilders.com) – please include '2024 scholarship application' in the subject line.

**The deadline for application is April 30, 2024.  
Applications received after the deadline may not be considered.**

All submissions are confidential and submitted applications become the property of the HBAGC. Applicants will be notified by email of their award status. All scholarship awards are final.