



Foundation, Inc.

Building Welding's Future through Education

**SUGGESTIONS
FOR ESTABLISHING AN
AWS SECTION SCHOLARSHIP
COMMITTEE AND PROGRAM**

January 2005

Why a Scholarship Program Guide?

Many AWS Sections have active scholarship programs and have been successful maintaining them. But some Sections have asked for specifics on how to start a Section scholarship program. This pamphlet contains suggestions and ideas on how to establish and maintain a scholarship program. This is a *guide only* and is *not intended* to place restrictions or controls for managing a scholarship program.

The welding industry needs well-trained and educated people to carry out the responsibilities of research, production, manufacturing and distribution. One of the toughest challenges facing individuals seeking education and training is finances. By establishing a scholarship program, your Section provides local support and demonstrates the act of giving back to the welding community through scholarships.

Section's Educational Activities

One of the more important activities a Section may engage in is promoting welding education. This may be done by sponsoring an educational course, seminar or conference. Or possibly a more rewarding action would be to form a Section Scholarship Committee to raise funds to support educational endeavors of individuals entering the welding field or furthering their education in welding related activities.

The Section Scholarship Committee

The main slate of elected officers of a Section consists of a Chair, usually a First and Second Vice Chair, a Secretary and a Treasurer. There are various committees within a Section that may be activated by the Section's Executive Committee, which could include an Education Committee and the Scholarship Committee. Ideally, your Section will appoint individuals to chair these committees.

Either one of these chairs could be designated as the Section Scholarship Committee Chair or equally share the responsibilities as co-chairs. The chair(s) would select several individuals to assist in the scholarship fund-raising activities and scholarship designations. A successful program requires careful planning and execution. Members of the committee need to be selected for their particular interests, enthusiasm and knowledge of welding opportunities in your area.

The Section Scholarship Committee could administer two separate activities of the scholarship program. The first would be the establishment and fund-raising arm for Section awarded scholarship(s). The second would be to oversee your Section's selection of applicants to be considered for District Scholarships, which are administered through the AWS Foundation and awarded at the annual District Conferences.

The Section Scholarship Committee Members

The members of the Section Scholarship Committee could be a selection of individuals from both the welding and educational communities. Members could also include individuals from the Section's Executive Committee, the Section's S.E.N.S.E. and Student Affairs Chair, the advisor of the local AWS Student Chapter, Section Chair, and two or three Section members.

The committee should establish and maintain a mechanism to communicate with local welding educators, assist in developing ways to improve the image of welding, and promote AWS education through Student Chapters in local high schools, technical schools, and colleges. This will build a bond between industry and education at the local level.

Type of Scholarship and Amount Awarded

The Section Scholarship Committee should decide what type of scholarship(s) should be offered and their selection criteria. Should the scholarship be based on technical subject matter, specified community college or university attendance, grade point average, etc.? Also, the amount awarded should be monitored to coincide with the availability of supporting funds for the endowment of the scholarship(s).

Local businesses could be solicited for scholarship donations. Maybe someone or a group of individuals would be interested in establishing and supporting a local named scholarship to honor someone for outstanding contributions to the industry. Once the scholarship criteria are agreed upon, specific fund-raising activities can be organized.

Raising Scholarship Funds

Make use of your local classified telephone directories. Learn what the businesses in your area actually "do" – manufacturer, distributor, fabricator, etc. Get them involved in your Section's activities. Actively solicit all local industries.

To initiate your scholarship funding, you may want to consider a local campaign for donor contributions. Or conduct fund-raising events conducive to your Section's interests - golf tournaments, raffles, fishing and hunting tournaments, etc.

Scope, Criteria and Qualifications

When creating and developing a scholarship, it is easier to work from an outline listing the scope or introduction, criteria and qualifications. Such an outline can look like the following and can be adapted to reflect specific scholarship criteria.

SAMPLE

Introduction

This scholarship fund was established in 200X by “Individual” and/or the AWS “Named” Section.

Purpose

The purpose for this scholarship is to provide financial assistance to those individuals attending an accredited technical college, engineering college or university with an emphasis on “subject” applications and studies.

Eligibility

The “identified” scholarship will be awarded to a student pursuing a certificate/degree in “welding applications” with an emphasis in “subject” applications and studies. All applicants must meet the following eligibility requirements.

1. Applicant must be a minimum of eighteen years of age.
2. Applicant must be at least a high school graduate, GED, college junior, on study subject matter, etc.
3. Applicant must have maintained a minimum ## grade point average in “subject” courses.
4. No financial need is required to qualify (Note: Unless desired).
5. Applicant must submit all required application information.
6. Applicant must be a citizen (decide country of citizenship, i.e. USA, Canada, or other).
7. Applicant must show an emphasis on “subject” applications in their course-work.
8. Applicants may reapply; however, persons who have received this award may reapply and may be granted the award for a maximum of two years.

The award will be presented within the states of “List”...or to selected schools within the region.

The AWS “Named” Section does not discriminate by age, race, color, national origin, disability, creed, or gender.

Selection

The recipient will be chosen by the Section Scholarship Committee. The Section Scholarship Committee will determine award recipient by “date” of each year.

Awards

One \$ award will be given annually.

No award will be paid to the recipient. All awards will be paid directly to the enrolled recipient's academic institution on their behalf.

Application Information

Procedure

Applicant must submit the following:

1. Application form (See attached)
2. Two letters of reference only
3. Personal Statement should include
 - Demonstrated timeliness and completion of assignments
 - Creativity in solving problems
 - Demonstrated responsibility on own initiative
 - Ability to work well with others
 - Organizational skills (ability to handle multiple tasks, time management)
 - Participation in class, campus and outside organizations
 - Participation in AWS Student and Section activities
 - General background information
 - Career objectives
4. Transcript including course information on XYZ emphasis criteria
5. Statement of Unmet Financial Need (Note: If required).
6. Verification of Enrollment

Please note: Recipients agree to the release of their name and photo for publicity purposes.

Deadline

Deadline for application is "date" for the following fall term.

For More Information

Please contact:
AWS "Named" Section
Address
City, State, Zip Telephone
Fax Email

Deadline for Submission: Date 200X
Please Return To: "Named Section with address"

Social Security Number _____ Date _____ Are you an AWS member? Yes _____ No _____

Applicant's Name _____ Email Address _____

Current Address _____
Street Apt

City State Zip

Are you a U. S. Citizen? Yes _____ No _____ If no, Country _____

Are you at least 18 years of age? _____

Parent/Guardian's Name _____

(If under 18 yeas of age)

Parent/Guardian's Address _____
Number Street Apt. No.

City State Zip

Parent/Guardian's Home Phone Number () _____

Parent/Guardian's Work Phone Number () _____

Are you employed? _____ Yes _____ No If yes, EMPLOYER'S NAME _____

Employer's Address _____
Number Street

City State Zip Employer's Phone Number () _____

NAME OF COLLEGE/UNIVERSITY

Address

Number	Street	
City	State	Zip

Contact at College/University _____ Phone Number () _____

Proposed Major Area of Study _____ Expected Date of Graduation _____

I affirm the information that I have (will) provided on this application, or any supportive materials, is (will be) complete, accurate, and true to the best of my knowledge. I understand that furnishing false information may result in not being considered or revocation of financial aid at some later date. I understand that, if selected for a scholarship, you may use my photograph and/or testimonial for promotion and public relations purposes.

Signature of Applicant _____ Date _____

Signature of Parent or Guardian _____ Date _____
(If under 18 years of age)

LIST OF SCHOOLS YOU PREVIOUSLY ATTENDED (From High School through the Present)

Name of School	Address	Date Attended

*** Attach a transcript from all previous institutions attended ***

DEMONSTRATED WELDING EXCELLENCE (Include School/community Activities/Honors & welding work experience)

Activity	Year	Offices & Honors

WORK EXPERIENCE (Include present and previous employment, and use additional paper if required)

Year	Company Name	Job Description (be specific)

FINANCIAL AID REPORT (List previous and current educational scholarships, grants, loans, work-study, or student employment) Attach a copy of your Student Financial Aid Form even if no financial aid was received.

Date	Institution and Location	Type of Aid	Amount

LIST OF PERSONAL REFERENCES:

Name	Street/City/State/Zip	Occupation
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PERSONAL STATEMENT – Attach a supplementary sheet to give information about your ambitions, goals, background, leadership, and any other factors that would assist the committee in judging your eligibility.

Verification of Enrollment

Dear Admissions/Registrar:

This student is applying for a scholarship from the American Welding Society through the AWS "Named" Section. Please complete the information requested below for verification of the student's acceptance to this academic institution.

In addition, please verify the student's current enrollment status and total number of hours completed. This information should be included in the student's scholarship application package. Thank you.

AWS "Named" Section

To be completed by Student:

I authorize the above requested information to be released to the AWS "Named" Section in connection with my application for a scholarship.

Student

Academic Institution

Social Security Number

Date

To be completed by Admissions/Registrar:

Student

Academic Institution

Date of Acceptance to this Institution: _____

Is this student currently enrolled? _____

Is this student full time or part time? (Circle one)

Course of study currently enrolled:

Number of Academic Hours Completed:

Student State: (circle one) Junior Senior Other

Signature _____ Title _____

Print Name _____ Telephone (_____) _____

Statement of Unmet Financial Need
ATTENTION OFFICE OF FINANCIAL AID

This student is applying for a scholarship from the American Welding Society through the AWS “Named” Section. Please complete the information requested below for verification of the student’s statement of unmet financial need, or attach an official letter from the Office of Financial Aid indicating the student’s current budget, needs analysis, and financial aid awards, including scholarships.

Thank You,
AWS “Named” Section

To be completed by Student:

I authorize the above requested financial aid information to be released to the AWS “Named” Section in connection with my application for a scholarship.

Student Signature

Academic Institution

Social Security Number

Date

In case of questions, please contact:

Telephone (_____)_____

Date _____

Application Instructions:

The information requested on the application form is self-explanatory. Please fill out the form completely.

Financial Aid Statement

An official letter generated by the financial aid office indicating your current student budget, needs analysis, and financial aid awards, including scholarships. Please contact the financial aid office to obtain this information.

Transcript(s)

Official Scholastic records or grade transcripts showing high school, trade school, college or university attendance.

Personal Statement

Career objectives, general background information, organizational skills, participation in AWS Student and Section activities, and other factors that will help the selection committee understand your commitment to pursuing welding education. Indicate proposed welding curriculum and chosen school.



Application Checklist:

Complete application, sign and parent sign, if minor of career goals

Supply financial aid statement welding instructor

Include transcripts from all applicable schools

Prepare personal statement

Mention influential

Do not send photograph of applicant

The information and sample forms presented in this document are suggestions to be used at the discretion of the Section Officers and Members. They may be modified as needed to fit individual Section Scholarship Program qualifications and requirements.

For additional information regarding scholarships or Foundation services, please contact the AWS Foundation at

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