

ROSEMONT CHAMBER OF COMMERCE SCHOLARSHIP GUIDELINES

The Rosemont Chamber of Commerce is offering two scholarships in the amount of \$3,000 each, to be awarded on Tuesday, May 1, 2018, to two deserving applicants. The Rosemont Chamber Scholarship Committee sponsors and administers the scholarship competition. The parameters and requirements of the scholarship program appear below.

Guidelines

1. The scholarship program benefits two graduating high school seniors who are at least 16 years of age, with no other restrictions regarding race, religion, national origin, gender or physical disability.
2. Each scholarship is to be used for the payment of college fees for college courses at the applicant's preferred institution, which must be accredited. The scholarship award check will be payable to the specific institution.
3. Each applicant:
 - Must be an employee or an immediate family member of an employee of a Rosemont Chamber of Commerce member company in good standing (an employee is defined as anyone who has worked for the member company for one year at the time of application for the scholarship);
 - must work at that member company's facility or place of business as it is listed in the *Rosemont Chamber Directory of Members*;
 - must submit an application that is signed by a chamber member in good standing, who is the member company's main contact with the Rosemont Chamber of Commerce;
 - the employee must work directly for the chamber member company and not a sub-contractor, purveyor, supplier or any other second-party source, an immediate family member is defined as son, daughter, mother, father, spouse, grandparent (if legal custodian for grandchild), or legal guardian.

Procedures

1. Application forms may be obtained from the Rosemont Chamber of Commerce website, or the chamber office. The forms must be fully completed by the applicant and signed by the sponsoring chamber member company's main contact for the company.
2. The deadline for the application packets to be received at the chamber office is by 4:00 P.M., Friday, March 30, 2018.

Procedures, continued

3. In order to be worthy of consideration by the judges, the applicant is responsible for the application packet, which must include:
 - An official high school transcript (including the GPA);
 - a maximum 500-word essay which describes the applicant's desired profession and career goal/s that include:
 - ✓ why the applicant has chosen a specific career or profession;
 - ✓ the planned course of study that will be pursued in order to meet his/her career goal/s; and
 - ✓ any activities or additional studies the applicant already has completed or achieved to prepare for his/her chosen major area of study;
 - the application, essay and transcript must be sent or delivered together to the Rosemont Chamber of Commerce office by 4:00 P.M., March 30, 2018;
 - the applicant must recruit a teacher, counselor, coach or adult employer (excluding family members) to write A Letter of Recommendation; the letter must be signed and notarized before a Notary Public;
 - the teacher or sponsor also must complete the Letter of Recommendation Form and ensure that both that letter and the Letter of Recommendation are sent and received by, and/or delivered together to the chamber office by 4:00 P.M., Friday, March 30, 2018:

Ms. Pam Hogan
Executive Director
Rosemont Chamber of Commerce
9503 W. Higgins Road
Rosemont, IL 60018

4. The Rosemont Chamber Board of Directors, with the Executive Director, will serve as the panel of judges who will review the application packets and forms.
5. Evaluation of the applicants will be conducted via a blind process (no interviews).
6. Once the committee has reviewed the applications and the award winners are selected; the winners of the scholarships will be contacted the first week of May, 2018.
7. Each recipient will receive a scholarship check written to the accredited college or university of his/her choice.

**APPLICANT CHECKLIST
ROSEMONT CHAMBER OF COMMERCE SCHOLARSHIP**

This checklist is for the convenience of the applicant. **Incomplete applications will be disqualified.**

Each applicant must ensure that his or her application packet includes:

- _____ an official high school transcript (including the GPA);
- _____ maximum 500-word essay that describes the chosen career goal/s and the pathway to all that is required to achieve the desired goal/s;
- _____ validation signatures on the Application for Scholarship Packet;
- _____ one Letter of Recommendation -- signed and notarized by a Notary Public -- and the completed Letter of Recommendation Form, to be received together in the chamber office:

Ms. Pam Hogan
Executive Director
Rosemont Chamber of Commerce
9503 W. Higgins Road
Rosemont, IL 60018

**DEADLINE FOR ALL CHAMBER
SCHOLARSHIP APPLICATION MATERIALS:**

4:00 P.M. – FRIDAY, MARCH 30, 2018

**SCHOLARSHIP WINNERS WILL BE ANNOUNCED ON
MAY 1, 2018, ON www.rosemontchamber.com AND WILL BE HONORED AT A
SPECIAL SCHOLARSHIP AWARDS BREAKFAST ON
WEDNESDAY, JUNE 13, 2018.**

Application for Scholarship

1

please print or type clearly

Applicant Data

Mr. _____
Ms. Name Last First Mi Social Security Number _____

Permanent Address Street City State Zip _____

Date of Birth month, day, year Telephone Number E-Mail Address _____

Name of Parent/Guardian _____
Permanent Mailing Address of Parent/
Guardian if different from Applicant _____
Street City State Zip _____

School Data

High School Attended _____ Graduation Date: Month _____ Year _____

Address Street City State Zip Telephone Number _____

Name of High School Principal _____

Name of Postsecondary School for which Applicant's Scholarship is requested: _____
4-Year College/University Vo-Tech
Community College Other
Accredited? Yes No

Address Street City State Zip _____

Has Applicant been accepted? Yes No

Student Will: Live on Campus Live off Campus Commute

Enrolled: Less than Half-Time Half-Time or more Full-Time

Anticipated Date of Graduation from Postsecondary Program _____
Month Year

Major Field of Study Applicant plans to pursue _____

Other Awards

Please list below the names and amounts of any grants or scholarships that you have been awarded for the coming school year.

Name of Award	Amount	Grant	Pending
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Application for Scholarship

2

please print or type clearly

Personal Data

Describe your work experience during the past 4 years. Indicate dates of employment in each job and approximate number of hours worked each week. List total amounts earned at each job.

Position	Date From (mo/yr)	Date To (mo/yr)	Hours Per Week	Amount Earned

List all school activities in which you have participated during the past 4 years (e.g., student government, music, sports, etc.) List all community activities in which you have participated without pay during the past 4 years (e.g., Red Cross, Church Work, Volunteer Work). Indicate all special awards and honors.

Activity	No. of Years Participated	Special Awards, Honors, Offices Held	Activity	No. of Years Participated	Special Awards, Honors, Offices Held

Rosemont Chamber Employee Information

Name _____ Telephone Number _____

Employer's Name _____ Telephone Number _____

Address _____ City/Zip _____

Date of Employment _____ Full-Time _____ Permanent Part-Time _____

Rosemont Chamber Member Employer Validation

Primary Contact or Main Chamber Representative (Print) Company Name Date

Primary Contact or Main Chamber Representative (Signature)

Applicant / Family Validation

Applicant's Signature _____ Date _____

Parent or Guardian Signature _____ Date _____

Letter of Recommendation Form

Directions

To be completed by a teacher, counselor, coach or adult employer, (excluding family member) and must be mailed under separate cover.

Name of Applicant _____

Name of Recommender _____

Title of Recommender _____

Number of years you have known Applicant _____

① The applicant's choice of a postsecondary education program is Extremely Appropriate Very Appropriate Moderately Appropriate
 Inappropriate Not Applicable

② The applicant's achievements reflect his/her ability Extremely Well Very Well Moderately Well
 Not Well Not Applicable

③ The applicant's ability to set realistic and attainable goals is Excellent Good Fair
 Poor Not Applicable

④ The quality of the applicant's commitment to school and community is Excellent Good Fair
 Poor Not Applicable

⑤ The applicant is able to seek, find and use learning resources Extremely Well Very Well Moderately Well
 Not Well Not Applicable

⑥ The applicant demonstrates curiosity and initiative Extremely Well Very Well Moderately Well
 Not Well Not Applicable

⑦ The applicant demonstrates good problem-solving skills, follows through and completes tasks Extremely Well Very Well Moderately Well
 Not Well Not Applicable

⑧ The applicant's respect for self and others is Excellent Good Fair
 Poor Not Applicable

⑨ On a separate sheet of paper, type or hand write a letter of recommendation. The letter must be signed in the presence of a Notary and mailed directly to the Rosemont Chamber along with this form.

Return this Recommendation Form and Letter of Recommendation by March 30, 2018 to:

Pam Hogan
Rosemont Chamber of Commerce
9503 W. Higgins Rd.
Rosemont, IL. 60018