



## SWAUK-TEAWAY GRANGE #984

2024 TRADES-RELATED SCHOLARSHIP APPLICATION

DEADLINE: POSTMARKED BY MARCH 1, 2024

APPLICATION ALSO AVAILABLE AT

[WWW.SWAUKTEAWAYGRANGE.COM](http://WWW.SWAUKTEAWAYGRANGE.COM)

The Grange supports the preparation of high school graduates in Kittitas County for employment in trades such as plumbing, construction, electrical, cosmetology, dental assistant, welding, graphics, and culinary. We recognize there is a strong demand for jobs in trades both in Kittitas County and in the state of Washington.

We are pleased to also be awarding a scholarship known as the Violet Carollo Burke Scholarship. This will be awarded to the student that embodies Violet's love of farming and her giving spirit.

Qualifications for applying for Trade and Violet Carollo Burke scholarship are the following:

- An interest in developing job preparation skills for a trade upon graduation
- Graduation from a high school or home-school program in Kittitas County
- Community, volunteer, and/or school involvement, including leadership experience
- Plans to enroll in a trades-related program in the fall and plan to use in the 2024-2025 year.

**APPLICATION CHECKLIST—We suggest keeping copies of your application for future reference.**

- Cover letter in proper business form (sample attached) describing your qualifications. Include your future plans and goals and your need for our scholarship. Limit: 2 pages. Be sure to sign.
- Application- Complete and legible (typed or in blue or black pen). You may attach one page if you need additional room for this information. Use a similar font.
- Official sealed high school transcript of all complete courses. Must be dated close to application date.

Complete all sections of this application. Forms must be postmarked no later than March 1, 2024. These include your application form, letter, and transcript. Incomplete applications will not be considered. Finalists may be interviewed before a final selection of the winner is made. Please do not submit a resume in lieu of filling in all sections of the application form.

Applications are also available on our website: [www.SwaukTeawayGrange.com](http://www.SwaukTeawayGrange.com).

Mail application materials to: Swauk-Teaway Grange Trades Scholarship Committee  
PO Box 401  
Cle Elum, WA 98922

**Postmarked no later than 3/1/2024 - Late or incomplete applications will not be considered.**



# SWAUK-TEAWAY GRANGE #984

TRADES-RELATED SCHOLARSHIP APPLICATION  
DEADLINE: POSTMARKED BY MARCH 1, 2024

Print legibly in blue or black ink; can be typed

1. Name of applicant \_\_\_\_\_
2. Home Address \_\_\_\_\_
3. Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_
4. Parent/Guardian's Name \_\_\_\_\_ Phone #: \_\_\_\_\_  
Parent/Guardian's Name \_\_\_\_\_ Phone #: \_\_\_\_\_
5. I will graduate from \_\_\_\_\_ High School on (date) \_\_\_\_\_  
(Include a current official transcript for verification.)
6. Plans for training in a trade upon graduation \_\_\_\_\_
7. costs associated with completion of this program \_\_\_\_\_
8. Complete name and address of vocational or technical school (or specialized training) where you plan to use any scholarship money awarded to you \_\_\_\_\_  
\_\_\_\_\_
9. Related courses (high school/middle school/summer programs) \_\_\_\_\_  
\_\_\_\_\_
10. Do you have any industry-related certifications or experience/apprenticeships? Please name them and describe.  
\_\_\_\_\_  
\_\_\_\_\_
11. List the clubs and activities that you have participated in (school and work). Include any offices you have held.  
\_\_\_\_\_  
\_\_\_\_\_

12. List any community service (church, civic, volunteer, etc.) you have done, especially if it related to preparation for a trade. Include awards, offices, and estimated hours per week.

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14. List past and present employers, duration of employment, and hours a week worked.

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15. Write a letter to accompany your application in proper business letter form. In this letter, briefly tell us your future plans and goals and explain your need for a scholarship. Explain how your high school courses and community/volunteer experience relate to your post-secondary goals. Be sure to sign this letter. See sample letter.

16. List two professional references (faculty, counselor, advisor, employer, etc.) and include each reference's name, title, email address, and phone number. Be sure to get their permission.

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Are you or a family member a Grange member? \_\_\_\_\_ If so, please provide name of member and which Grange they have membership in \_\_\_\_\_.

We suggest keeping a copy of this application for future reference.

The information on this application, transcript, and letter is current and accurate.

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

Send application materials to: Swauk-Teaway Grange Trades Scholarship Committee  
PO Box 401  
Cle Elum WA 98922

\*Post marked no later than March 1, 2024

**Please contact Lynn Ahlers 425-785-4065 or [issygreeneeyes@yahoo.com](mailto:issygreeneeyes@yahoo.com) if you have questions regarding the application. Late or incomplete applications will not be considered.**

# **SAMPLE BUSINESS LETTER – TRADES-RELATED SCHOLARSHIP**

Your name and address

Today's date

Swauk-Teanaway Grange  
Scholarship Committee  
PO Box 401  
Cle Elum, WA 98922

Dear Scholarship Committee Members

It has long been a goal of mine to continue my education by learning a trade that I can pursue as a career following my high school graduation. I have enjoyed my Woodshop class as well as the CAD Drawing Class I took in high school. My personal goal is to learn a skill that will enable me to be a happy and productive member of our society while working in the construction field. To accomplish this, I plan to attend Perry Technical Institute in Yakima. I am especially interested in becoming an HVAC technician.

I have been fortunate to work with a local contractor the last two summers. The work I did convinced me to continue my education at a technical school rather than the traditional college track. These skills are desperately needed in the workplace today. Many companies are searching for young people with technical skills and the employment rate of graduates of Perry Tech is quite high.

In this paragraph, describe a special activity or event that impacted your life and how it influenced you.

Describe how our scholarship will help you meet your goals and how you plan to finance your continuing education.

Thank you for considering my application for your scholarship.

Sincerely,

**SIGN THE LETTER**

Type your name here