



# 2019 Scholarship Information

For All PHCC Educational Foundation Scholarships Sponsored By



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MCGLAME-WORDELL SCHOLARSHIP CMTE.

**Instructions:** Please read the scholarship requirements below and then apply online at [phccfoundation.org/scholarships](http://phccfoundation.org/scholarships) if you qualify. **IMPORTANT:** The online application form must be completed in a single session - you cannot save your progress and return later. This requires preparing the answers to essay questions & gathering the required supporting documents to upload before completing the application form. You can use this document to prepare what you will submit online.

**General Guidelines: No handwritten materials will be accepted.** Form must be completed by the applicant (not by an office staff person or parent on their behalf). Our 2019 scholarships will be awarded for only for classes beginning on or after August 1, 2019. Scholarship applicants, friends or relatives may not contact members of the Scholarship Committee. Address all communications to PHCC Ed. Foundation staff. For assistance, please consult the website or call the Foundation staff at (800) 533-7694. Incomplete submissions are subject to immediate disqualification. Scholarship payments are made directly to schools for qualified expenses. Applicants are responsible for avoiding conflicts with other grants and scholarships. **Your complete application & all supporting materials must be received by May 1, 2019.**

## Eligibility Requirements For All Applicants

- Maintained a minimum cumulative grade point average of at least 2.0 for previous academic work.
- Currently are a citizen of the United States or Canada.
- Have not previously won a scholarship from the Foundation. *Some exceptions may apply, contact us for details.*

## If You Are an HVAC or Plumbing Apprentice, to Qualify You Must:

- Currently be enrolled or be enrolling this year in a plumbing or HVACR apprentice program.
- Be working full-time for a licensed plumbing or HVACR contractor who is a member of the Plumbing-Heating-Cooling Contractors—National Association (PHCC). Find member companies at: [phccweb.org/tools-resources/find-a-contractor/](http://phccweb.org/tools-resources/find-a-contractor/)

**Note:** A max. of four employee scholarship applications per company will be accepted for consideration per year.

## If You Are a Community College, Trade or Technical School Student, to Qualify You Must:

- Currently be enrolled in or be enrolling this year in an approved major directly related to the plumbing-heating-cooling profession. Approved majors are: business management; construction management specializing in mechanical construction; HVACR installation, service or repair; mechanical CAD design; and plumbing installation, service or repair.\*

## If You Are a Four-Year College or University Student, to Qualify You Must:

- Currently be enrolled in or be enrolling this year in an undergraduate degree program in an approved major directly related to the plumbing-heating-cooling profession. Approved majors are: business management; construction management or science, specializing in mechanical construction; and mechanical engineering.\*

\*Please note that the following 2 or 4-year majors are **NOT** approved: accounting, architecture, computer engineering, construction-related engineering, civil engineering, electrical engineering, and environmental engineering. If your school offers a major/course of study substantially similar to one in the approved list under a different name, please attach an explanation to your application submission.

Massachusetts and Texas students: The PHCC of Mass. & PHCC of Texas Auxiliary scholarships have no restrictions on course of study.

**If you meet the above requirements for your educational situation, please apply online with ALL the required supporting materials according to the instructions.**

## Here Are the Background & Experience Questions You Need to Answer

In the online application, you will be asked to provide detailed responses to these questions - 3 to 4 sentences at a minimum per question. You will be required to upload a Word or PDF file with your answers, so plan ahead and have this file ready before you begin the application.

- 1) What are your career goals, and how do you anticipate using your education in the plumbing-heating-cooling profession?
- 2) Describe your work and personal development experience, with a focus on experience related to the plumbing-heating-cooling industry.
- 3) Please explain why you are applying for educational financial aid, including any special circumstances or challenges you are facing in paying for your educational costs.
- 4) Not including a PHCC scholarship, please detail how your upcoming tuition or training costs will be paid and who will be paying for these expenses (employer payments, personal savings, parents, job earnings, student loans, etc.)
- 5) Provide a listing of your extracurricular and community service activities. Include information about leadership positions and awards earned.

## Here Are the Supporting Materials We Will Ask For

- All **College Students** (two-year degree and four-year degree) applying for our awards must submit a minimum of TWO of the items listed in questions #1, #2 and #3 below.
- All **Trade School** applicants must submit at least ONE of the items listed in #1, #2 and #3 below.
- All **Apprentice** applicants must submit a PHCC Letter of Recommendation. Apprentice applicants are required to be working for a PHCC--National Association member company, so they can have the owner or a manager at their employer's company write this letter of recommendation. See #3 below for details.

→ **All applicants may submit more than the minimum requirements to improve their application evaluation score.**

These file uploads can be in these formats: PDF, DOC, DOCX, PNG, JPG, JPEG, or GIF.

**#1 Transcripts & Cumulative GPA:** Please upload a copy of your high school, college or apprentice school grade transcripts. These transcript materials must include your cumulative GPA.

**#2 Academic Letter of Recommendation:** Please upload a letter of recommendation from your high school principal or counselor, college/university dean, academic advisor or one of your instructors, signed and on school letterhead.

**#3 PHCC Letter of Recommendation:** Please upload a letter of recommendation from A) a PHCC—National Association Active Member who has maintained that status for at least the one-year period prior to the date the application is submitted or B) a PHCC chapter executive who is a member of the PHCC Association Executives Council (AEC).

Please ask the sponsor to submit the signed letter of recommendation on company letterhead. The letter of recommendation cannot be from the scholarship applicant's parent or guardian.

Find PHCC member companies at: <http://phccweb.org/tools-resources/find-a-contractor/>

Find PHCC Chapter Executives at: <http://community.phccweb.org/aec/home>

## Supporting Materials Required for Additional Scholarships

Three of our scholarships have additional submission requirements to qualify for consideration. If you qualify and wish to apply for one or more of these scholarships, please be ready with the additional information requested. The PHCC of Massachusetts & PHCC of Texas Auxiliary scholarships have no restrictions on course of study.

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### **Gerry Kennedy Scholarship Award – Enhanced eligibility for applicants involved in scouting.**

- If you are/were a Boy Scout, you will be asked to upload a copy of your scout rank certificate or other evidence of your scouting rank (Tenderfoot, Life, etc.).

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### **PHCC of Texas Auxiliary Scholarship Award - Applicant must be a Texas resident.**

- You will be asked to verify that you are a resident of Texas and wish to apply for the PHCC of Texas Auxiliary scholarship award.

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### **PHCC of Massachusetts Auxiliary Scholarship Award - Applicant must be a Mass. resident.**

- You will be asked to verify that you are a resident of Massachusetts.
- You will be asked to submit a letter of recommendation from an active member of the PHCC–National **Auxiliary** who is a resident of Massachusetts and has maintained active status for at least the one year period prior to the date of this scholarship application. You can find information on **Auxiliary** members at [phccnationalauxiliary.org](http://phccnationalauxiliary.org).

Applications are reviewed by Foundation staff and scored by a committee of plumbing-heating-cooling industry contractors over the summer. Winners are selected at the end of July and all applicants are notified of their status by the end of August.

**Remember, incomplete submissions are subject to immediate disqualification.**