



# California Association of Work Experience Educators WORK ETHICS SCHOLARSHIP GUIDELINES – 2019-20

**CAWEE is now accepting applications for its Work Ethics Scholarship Program.  
Several Scholarships (up to \$500 each) will be awarded!**

## **To be eligible:**

- You **MUST** be a senior currently enrolled in a Work Experience Education class and be scheduled to graduate high school by June 2020.
- Your Work Experience Coordinator/Teacher **MUST** be a current member of CAWEE.
- You are a part-time employee of a local business **OR** trainee in a paid or unpaid internship during the 2019-2020 academic year.
- Be able to describe how you are demonstrating a positive work ethic in your professional and academic careers.
- Plan to be enrolled in a college or technical school by the fall 2020 term following high school graduation.

**To apply ALL of the following **MUST** be included and submitted by Monday, March 18,**

**2020:**  This completed scholarship application that:

- Is filled out completely, accurately, and neatly
- Is signed by you and your Work Experience Teacher/Coordinator

A letter of reference from your work/training site supervisor that:

- Is typed on company letterhead, addressed to the CAWEE Scholarship Committee **AND** signed by the supervisor writing the letter;
- Describes your work duties or training program;
- Describes how you display a positive work ethic, making you a better employee;

A one (1) page typed essay (**12 pt. font and double spaced**) where you:

- Describe how you demonstrate a positive work ethic on the job, at your Work Experience training site/employment site, and in your high school classes;
- Describe how you plan to achieve your future career goals.

A copy of your high school transcript (unofficial);

**The completed application and attached documents must be RECEIVED via email no later than:**

**WEDNESDAY, MARCH 18, 2020 by 5:00 PM**

**E mail all attachments to:**

[scholarship@cawee.org](mailto:scholarship@cawee.org)

**IMPORTANT NOTE:** The CAWEE Scholarship Committee reserves the right to disqualify any application that is incomplete or submitted after the deadline. Once recipients are selected, the student's Work Experience Education Teacher Coordinator will be notified. Actual monetary scholarships will be issued after a verification of student enrollment in a recognized college or career-technical school program has been received. Verification of enrollment (to be sent to CAWEE by the student winner) **must be received by October 31<sup>st</sup>** of the year the award was granted in order to collect the scholarship funds. Student winners must provide the name and address of the educational institution as well as a school-issued student ID number and/or account number where the check will be deposited.



# California Association of Work Experience Educators WORK ETHICS SCHOLARSHIP APPLICATION 2019-20

Application and all other documents must be scanned and emailed to the following address by  
5:00 p.m. WEDNESDAY, MARCH 18, 2020 to the attention of the CAWEE Scholarship  
Committee:

**E mail all attachments to:**

**[scholarship@cawee.org](mailto:scholarship@cawee.org)**

(For questions only, contact Mrs Shirley Blanchard at [sblanchard@hjuhsd.k12.ca.us](mailto:sblanchard@hjuhsd.k12.ca.us))

**Please Print:**

Student Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

High School Attending: \_\_\_\_\_

Name of Work Experience Coordinator/Teacher: \_\_\_\_\_

Work Experience Coordinator/Teacher Contact Email: \_\_\_\_\_

Name of college or technical/trade school you plan to attend: \_\_\_\_\_

Have you applied for admission to this school or program?  Yes  No

## **Employment or Exploratory training site information for this school year**

Name of Business or Organization: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Supervisor Name and Title: \_\_\_\_\_

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

Job/Position/Internship Title: \_\_\_\_\_

Start Date: \_\_\_\_\_ Hours worked per week: \_\_\_\_\_ Is the position:  Paid  Unpaid

Duties/Assignments: \_\_\_\_\_

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Signature of Work Experience  
Coordinator/Teacher**

**Please scan and email the following items (incomplete applications will be disqualified) to  
[scholarship@cawee.org](mailto:scholarship@cawee.org):**

- \_\_\_ This completed application
- \_\_\_ Employer or Internship site supervisor letter of reference
- \_\_\_ One (1) page, typed essay (**12 pt. Font, double-spaced**)
- \_\_\_ Copy of your high school transcript (unofficial)

**DO NOT WRITE BELOW THIS LINE (for office use only)**

Date and Time Application Received \_\_\_\_\_ (must be by 5:00 PM Monday March 18, 2019)

- \_\_\_ Application completed (including signatures and accurate information)
- \_\_\_ Letter of reference from work/training site supervisor on company letterhead included
- \_\_\_ One-page essay included (12-point font, double spaced)
- \_\_\_ Unofficial transcript included