

## GENERAL INSTRUCTIONS

### **For Minnesota High School Seniors or Residents only:**

1. Any student in the graduating class of a high school or its related equivalent; and who is
2. A child of a MNLICA member.
3. A child of an employee of a MNLICA member, (employed 6 months or more).

This application must be filed with the Minnesota Land Improvement Contractors of America, 1146 Ironwood Ave. Owatonna, MN. 55060. The final date for filing the completed application is March 15, each year.

1. Applicant must use the official Minnesota Land Improvement Contractors of America scholarship form. It must be **typed if possible or printed legibly**, dated and signed by the student and the parent or guardian.
2. Applications and all supporting documents must be in English or English translations.
3. Letters may be originals or photocopies on one side of a single sheet of 8 ½ “by 11” paper signed by the author.
4. Official high school transcripts of student grades from the beginning of ninth grade to due date of application may be photocopies that bear an original signature of the proper school authority.
5. SAT or ACT test scores must be included but may be photocopies. It is preferable that exhibits such as awards and media terms be photocopies. Include only one (1) set of scores of either SAT scores or ACT scores.
6. Counting the Minnesota Land Improvement Contractors scholarship application as eight (8) pages, the completed packet must not exceed thirty (30) pages (one side only).
7. The application must be arranged in the order described below:
  - A. Application of required facts. Carefully plan a response to each item before typing the final draft. Use 1 for freshmen year of school and 2, 3, and 4 for subsequent years to identify appropriate scholastic, extra-curricular activities. Secure all required dates.
  - B. Official signed transcript of high school grades and verified class rank.
  - C. College entrance test scores required (SAT or ACT) - one set only.
  - D. Current dated, signed one-page letters of recommendation from at least one person, but not totaling more than three, in authority from high schools attended by the applicant. Letter may cover the applicant’s ability, work habits, leadership, personality and integrity.
  - E. Two letters of endorsement from responsible community (non-school) persons. These people should not be related to the applicant. They should be capable of reporting the applicant’s participation in the community in terms of work service, leadership, notable skills and outstanding recognition. Each letter should be typed, dated, signed and no more than one page.
  - F. Copies of exhibits of achievement in scholarship, leadership, athletics, dramatics, community service or other activities may be attached --- but avoid being repetitious.
  - G. Applicant may apply only for Scholarship for their Freshman year of college.

**MINNESOTA LAND IMPROVEMENT CONTRACTORS OF AMERICA**

***“Environmental Enhancement Scholarship”***

**Important: Before preparing this application, it is recommended that the procedures outlined on page 8 be carefully studied and then completely executed.**

**Application must be mailed before March 15.**

Part 1 - To be completed by applicant

Applicant \_\_\_\_\_  
Last Name First Name Middle Initial

Home Address \_\_\_\_\_  
Street or RFD P.O. Box

Address \_\_\_\_\_  
City State Zip

Telephone No. (\_\_\_\_) - \_\_\_\_ - \_\_\_\_ Age \_\_\_\_ Sex \_\_\_\_ Soc. Sec. No. \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_  
Month/Day/Year City/State

Schools attended (ninth through twelfth grade)

\_\_\_\_\_  
Name of School Date of Entrance Years Attended

\_\_\_\_\_  
Name of School Date of Entrance Years Attended

\_\_\_\_\_  
Name of School Date of Entrance Years Attended

Date will graduate \_\_\_\_\_ Number in Class \_\_\_\_\_ Rank in Class \_\_\_\_\_

I hereby authorize the MnLICA Scholastic Committee to view my records.

(If student is a minor, parent must also sign).

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

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

Part 2 - Vocational Planning

What vocation are you planning to enter?

First choice \_\_\_\_\_ Second choice \_\_\_\_\_

What school (college, vocational, trade or business school etc.) do you plan to attend after graduation? \_\_\_\_\_

Have you applied to this school? \_\_\_\_\_ Have you been accepted? \_\_\_\_\_

Have you been granted any scholarship aid? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ If yes give details.

---

---

---

Do you intend to apply for financial aid at the school you plan to attend? If so give details.

---

---

Have you reason to expect financial aid from any other source? If so give details. \_\_\_\_\_

---

---

Are you currently employed? \_\_\_\_\_ Yes \_\_\_\_\_ No (*“Working includes any type of job whether or not you are paid i.e.: volunteer work or work regularly in a family business or on a family farm.”*) If so give details. \_\_\_\_\_

---

---

In what capacity? \_\_\_\_\_ Hours per week. \_\_\_\_\_

Earnings per week? \_\_\_\_\_ What have you saved toward expenses of further schooling? \_\_\_\_\_

---

---

If there is other data to show financial need and general worthiness, please give details. \_\_\_\_\_

---

---

---

Part 3 - Activities

**Scholastic Leadership, Extra-Curricular and Non-School Related Activities**

Honors and awards (state nature of honor or award).

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

Offices and positions of leadership (state name of organization, position and year).

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

Member of organization where no office was held (state name of organization and year).

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

## Teacher Evaluation

Name of Nominee: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_ Position/Title: \_\_\_\_\_

School: \_\_\_\_\_

To the evaluator: The applicant to the “*Environmental Enhancement Scholarship*” sponsored by the Minnesota Land Improvement Contractors of America requests your services. To aid the Scholarship Selection Committee, we wish to include candid comments regarding the nominee’s performance and motivation from persons who have direct experience with the applicant. We appreciate the time you take to provide this information.

How long have you known the applicant? \_\_\_\_\_

In what capacity ? \_\_\_\_\_

What do you consider the applicant’s outstanding talents? \_\_\_\_\_

\_\_\_\_\_

Please comment on your impression of the applicant’s potential for career achievement, civic service and overall leadership ability.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Teacher Evaluation

Name of Nominee: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_ Position/Title: \_\_\_\_\_

School: \_\_\_\_\_

To the evaluator: The applicant to the “*Environmental Enhancement Scholarship*” sponsored by the Minnesota Land Improvement Contractors of America requests your services. To aid the Scholarship Selection Committee, we wish to include candid comments regarding the nominee’s performance and motivation from persons who have direct experience with the applicant. We appreciate the time you take to provide this information.

How long have you known the applicant? \_\_\_\_\_

In what capacity ? \_\_\_\_\_

What do you consider the applicant’s outstanding talents? \_\_\_\_\_

\_\_\_\_\_

Please comment on your impression of the applicant’s potential for career achievement, civic service and overall leadership ability.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Part 4 - Confidential Information

Some of the information asked for in this section is of a confidential nature. It will be treated as **Confidential** by the scholarship selection committee. (Complete where applicable).

Fathers Name (Guardian) \_\_\_\_\_ Age \_\_\_\_\_

Occupation \_\_\_\_\_ Employed by \_\_\_\_\_

Number of years \_\_\_\_\_ Number of months \_\_\_\_\_

Mothers Name (Guardian) \_\_\_\_\_ Age \_\_\_\_\_

Occupation \_\_\_\_\_ Employed by \_\_\_\_\_

Number of years \_\_\_\_\_ Number of months \_\_\_\_\_

Spouse \_\_\_\_\_ Age \_\_\_\_\_

Occupation \_\_\_\_\_ Employed by \_\_\_\_\_

Number of years \_\_\_\_\_ Number of months \_\_\_\_\_

Give names, ages, and relationship of all persons living on the family income, in addition to those who are in training or in college. Indicate the name of the college or training institution.

---

---

---

---

---

---

---

---

About how much financial help per month will your family be able to provide toward the expenses of further schooling? \$ \_\_\_\_\_

Part 5 - Personal Statement

Please write a personal statement giving any additional information which will enable the committee to better evaluate your personal qualifications and goals as well as your financial need as a scholarship applicant. (1-2 pages)

