

**Vocational Grant Applications open November 1<sup>st</sup> and close March 1<sup>st</sup>.**

Applications which are not endorsed by the OSEA State Scholarship Chairman will not advance. All successful applicants will be notified by July 1 if they are the recipient of a grant.

All applications become the property of the Oregon State Elks Association.

Incomplete applications will not be judged. It is imperative that all information be accurate and detailed so that the judges can understand and properly evaluate the application.

**GENERAL INSTRUCTIONS**

1. **Application:** Download and save to your computer before starting. Complete all applicable sections of the application. Typewritten applications and statements are preferred over hand-written submissions.
2. **Exhibits** should be saved as: first initial, last name.exhibit name. (Example Sue Smith: ssmith.app, ssmith.goals, etc. See name in parenthesis after exhibits below) This will insure that your attachments stay with your application.

The application and supporting

3. **Exhibits:** Should be neat and concise.

4. **Order of Exhibits:**

- a. Completed application (.app)
- b. A statement by the applicant of goals and educational objectives (.goals)
- c. Any letter of recommendation (.recommendation)
- d. Signed transcript (.transcript)
- e. Awards and Community Service (.awards)
- f. Any other information that the applicant feels will be helpful in judging his/her application (.extra)

**The following material must be provided in your application:**

1. Official Elks Vocational Grant Application (make a copy for yourself) (.app)
2. A statement by the applicant of not more than two pages double spaced outlining your goals and educational objective (.goals)

**If applicable:**

3. Full transcript including fall semester (.transcript)
4. Copies of ACT and/or SAT or other entrance exam scores if you have taken them (.scores)
5. List and a brief explanation of any awards you have received and your community service 9<sup>th</sup> thru 12<sup>th</sup> grade (.awards)

**MOTIVATION/RESPONSIBILITY:** General worthiness, demonstrated achievement, industry and goal setting/planning.

**NEED:** Demonstrated financial need, resourcefulness, thrift, and school cost analysis.

**SKILLS/ABILITIES:** Aptitude towards chosen vocation, work experience, and course work selection.

**GRADES:** High School and/or Vocational School records and test scores if applicable.

**BROCHURE:** Completeness, neatness, organization, accuracy and compliance.

**IMPORTANT:** Applications with attachments received by the **Oregon State Elks Association State Office timestamped after March 1 at 11:59 pm deadline cannot be accepted.**