



## ***How to Apply:***

1. **Choose a scholarship(s)** from the list of available scholarships.
2. **Complete** the information on the **Scholarship Application** and obtain the appropriate signatures.
3. **Submit two letters of recommendation** with the application from teachers, counselors, employers or others.
4. Each application must be accompanied by a **copy of your high school transcript (grades) and attendance records** for the past **4 semesters** and a verification of your Grade Point Average **signed** by the school guidance counselor or principal.
5. Submit a **written statement** of approximately **250 words** explaining why you want a career in the field you have listed on this application and why you feel you will be successful in this field. This can be typed or handwritten, but must be on the standard 8 ½ X 11 paper. Your **name, address, phone number** and **high school name** should be **printed** in the **upper left-hand corner**.
6. Complete the **Legislative Nomination Form** and send to either your Ohio Representative or Ohio Senator. The representatives and senators can be found by entering your zip code on one of the following web sites:  
**[www.ohiosenate.gov/](http://www.ohiosenate.gov/)** or **[www.house.state.oh.us/](http://www.house.state.oh.us/)**

**NOTE:** This form should be returned to **you** or **your counselor** from your legislator **and** then submitted **with** your application.

### **7. The deadline for submission is April 2, 2012.**

8. Applications are to be submitted to:  
***Ohio Association of Career Colleges and Schools***  
1328 Dublin Road, Suite 200  
Columbus, OH 43215  
**Phone: 614.487.8180 Fax: 614.487.8190**

## **Other Information**

1. Registration processing fees, books, lab charges, and student activity fees are to be paid by the student and will vary depending upon the school and the course of study.
2. The scholarship amount will be allocated over the length of the program.
3. Scholarships are not transferable from one school or program to another.
4. A scholarship committee will select the winner for each scholarship. The recipient must meet the requirements of the college offering the scholarship.
5. Scholarship winners will be notified by **May 1, 2012**.
6. Scholarship winners will be posted on the OACCS website:  
**[www.ohiocareercolleges.org](http://www.ohiocareercolleges.org)**