March 10, 2018

Dear Student:

Mt. San Antonio College Faculty Association wants to award outstanding students who excel in the fields of Career and Technical Education. The past recipients of Faculty Association Achievement Awards have received between $250 and $1500. To apply for this award you must meet the requirements listed on the application. You must complete the application and submit it by Tuesday, April 17, 2018. Please turn in your complete packet to the FA Office (Bld. 23 Rm. 5100) or email ALL paperwork (including scanned Letters of Recommendation) in one email to: faawards@msac-fa.org.

Carefully list your non-classroom activities including:

- **Discipline-related work experience** (dates, hours, responsibilities, achievements, promotions)
- **Discipline-related internship experience** (dates, hours, responsibilities, achievements)
- **Discipline-related volunteer or community work** (dates, hours, responsibilities, achievements)
- **Competitions and/or awards won** (define and describe awarding body; indicate if it is a national, state, regional, or campus award; your role in and preparation for the competition; criteria by which the award was given)
- **Conferences or workshops attended.** Describe if you were a presenter.
- **Number of units completed by the end of Spring Semester AND Degree completed** (AA degree and/or IGETC/CSU GE completed by this term).

If you have any questions about the application requirements or forms, please contact me at eward@mtsac.edu, or the Faculty Association Office at (909) 274-4531.

Best of Luck!

Sincerely,

Liz Ward, Chairperson
Faculty Association Achievement Award Committee
Faculty Association Student
Career and Technical Education Achievement Award Application
For: Students in CTE Programs

READ INSTRUCTIONS CAREFULLY!
IF YOU ARE A PAST RECIPIENT OF A FACULTY ASSOCIATION SCHOLARSHIP,
PLEASE DO NOT APPLY. YOU MAY NOT RECEIVE AN AWARD MORE THAN ONCE!

Date Due: Tuesday – April 17, 2018. Please turn in your complete packet to the FA Office
(Bld. 23 Rm. 5100) or attach ALL paperwork (including scanned Letters of Recommendation) in one
e-mail to: faawards@mtsac.edu.

The following materials MUST accompany your application form or the application will not be considered:

1. Completed Work In Progress Form.
2. A student copy of your Mt. SAC transcript. (You may obtain this from your portal at inside.mtsac.edu).
   Please include the entire transcript with all your courses.
3. A detailed description of your non-classroom activities including discipline-related work experience (dates,
   hours, responsibilities, achievements, and promotions), discipline-related internship experience (dates,
   hours, responsibilities, achievements), discipline-related volunteer or community work (dates, hours,
   responsibilities, achievements), competitions and/or awards won (define and describe awarding body;
   indicate if it is a national, state, regional, or campus award; your role in and preparation for the competition;
   criteria by which the award was given), conferences or workshops attended (describe if you were a
   presenter).
4. A typed, double-spaced essay on the topic “A Transformative Experience at Mt. SAC That Prepared Me for
   My Career ” (Not to exceed 600 words)
5. Two letters of recommendation. One must be written by a Mt. SAC faculty who has worked closely with the
   applicant in the designated vocational area and be on Mt. SAC letterhead. The other may come from a Mt.
   SAC faculty, staff, or manager in the vocational area (on letterhead), or may be from a work supervisor in the
   applicant’s vocational discipline who is not related to the applicant (this letter should be on company
   letterhead).
6. Number of units completed by the end of Spring Semester AND Degree completed (AA degree and/or
   IGETC/CSU GE completed by this term).

NAME:

________________________________________
(last) (first) (middle)

ADDRESS:

(street number) (street) (city) (zip code)

Home Phone: ( ) _______ - __________ Cellular: ( ) _______ - __________

CTE Program:


Personal Statement: I affirm that I qualify for competition because I meet the following minimum requirements:

1. I currently have an overall Grade Point Average of at least 3.2. I also understand that in order to receive the award my final
   overall G.P.A. will not fall below the minimum of 3.2.
2. I will have completed at least 24 units of lower division course work by the end of this current school year with 20 units
   completed at Mt. SAC and a minimum of 10 of those units earned in the CTE program I have identified above. Also, a
   minimum of 10 units must have been completed this Academic year at Mt. SAC (August ‘17 to June ‘18).
3. My future plans include continued commitment to education and professional development.
4. I have completed the Award Packet.
5. I have not previously received a Scholarship Achievement Award from the Mt. SAC Faculty Association.

Date: ___________________ Applicant’s Signature ___________________

Recipients will be notified as soon as judging is completed. Those receiving an award should plan to attend the
FA Student Achievement Award Ceremony Saturday, June 9, 2018 at 2:00 p.m. in Founders Hall.
Financial awards will be given at the conclusion of the semester after verification that you meet the award
criteria.
Mt. San Antonio College Faculty Association  
Career & Technical Education Achievement Award  
Request For Work In Progress

Semester / Year: ______________________

Name of Student: ___________________ Date: ______  
Last  First  Middle

Student ID Number: ________________ Birth date: ________________

TO THE PROFESSOR:

The student named above has requested that his/her grades to date be made available to the Scholastic Achievement Award Committee. Please enter class units in the unit column and the grade to date in the grade column, sign and return to the student.

Liz Ward, Chairperson  
Faculty Association Achievement Award Committee

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Grade to Date</th>
<th>Instructor Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Courses Dropped Spring Semester – Student must complete

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Date Dropped</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TO THE STUDENT:

It is your responsibility to see that this form is filled out by EACH of your instructors. This form must be turned in with the completed application packet.

Deadline for applying: Tuesday, April 17, 2018
<table>
<thead>
<tr>
<th>Category: Career Tech Ed</th>
<th>Faculty Association Student Achievement Award Rubric</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total for this Student (out of 35):</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Beyond the SVC</strong></td>
<td></td>
</tr>
<tr>
<td>Performance</td>
<td>Professionalism</td>
</tr>
<tr>
<td>Academic</td>
<td>Leadership</td>
</tr>
<tr>
<td>No evidence of activity</td>
<td>No evidence of activity</td>
</tr>
<tr>
<td>Family involvement is not documented</td>
<td>Family involvement is not documented</td>
</tr>
<tr>
<td>Supportive, positive and frequent</td>
<td>Supportive, positive and frequent</td>
</tr>
<tr>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td><strong>Score</strong></td>
<td></td>
</tr>
</tbody>
</table>

NOTE: A minimum of 24 units must be completed by June 1, 19XX.

NOTE: Completion of 24 units must be at least 10.

NOTE: Current GPA (9th-11th grade) must be at least 3.2. (Transcripts only required for 12th grade.)

NOTE: Current GPA (12th grade) must be at least 3.0.

I. Name of Student: 

2. Previous winner: Y N

3. Earning degree above associate’s Y N

4. Current “Overall” GPA: 

5. Units in current academic year: 

6. 24 total units completed by June 1, 19XX: Y N

7. Based on your review of the packet, please score student in each area below and total your scores:

   - Professionalism: 
   - Personal Qualities: 
   - Vocational Competencies: 
   - Achievement: 
   - Potential: 

   Total: 

   Score: