



## ***CAREER AND TECHNICAL EDUCATION SCHOLARSHIP PROCEDURES***

***Purpose:*** To provide recognition and scholarships for students based on academic achievement and success in completing programs of Career and Technical Education

***Eligibility:*** Senior students who are successfully completing at least one year in Career and Technical Education program(s) and who meet the following criteria:

- Active membership in a Career and Technical Student Organization (CTSO)
- Graduating Senior
- Completing at least 1 year in a CTE program
- Good citizenship in school and Academic Standing
- Be an active member of a career and technical education student organization – provide documentation of activities such as: officer, committee chairperson, active projects/activities, participation in district, state, and national conferences –competition and/or voting delegate status

***Application*** **Monday, February 10, 2025**

***Deadline & Submission:*** Please email completed scholarship application to Andrea Anderson, CTE and CCMR Director.  
[bidscholarship@birdvilleschools.net](mailto:bidscholarship@birdvilleschools.net)

### **Scholarship Claiming Information**

Career and Technical Education scholarships are \$1,600 and awarded \$400 per semester at a technical school, college or university.

A student may qualify for \$400 per semester provided that the student is enrolled in at least nine (9) hours of coursework per semester and maintains a 2.0 GPA on a 4.0 grading scale. To receive the first payment, it is the recipient's responsibility to furnish proof of payment for the semester, as well as a course schedule.

#### **Please Send Information To:**

*Birdville Center of Technology and Advanced Learning- Career and Technical Education Office  
Attention: Lisa Carnes, CTE Administrative Assistant to CTE Director  
7020 Mid Cities Blvd.  
North Richland Hills, TX 76180  
or email: [lisa.carnes@birdvilleschools.net](mailto:lisa.carnes@birdvilleschools.net)*

Each semester thereafter, the recipient shall furnish a copy of the grade report and course schedule in addition to receipt for payment of tuition and fees in order to receive continued funding. Attendance must be for consecutive semesters (excluding summer sessions).





Career and Technical Education Department

***Career and Technical Education  
2024-2025 Scholarship Application***

**STUDENT INFORMATION SHEET**

**Name:**

**Address:**

Street Address

City

State

Zip

**Parent or Guardian Name(s):**

**Date of Birth:**

**Telephone:**

**Name of Post-Secondary**

**Institution You Plan to Attend:**

(Students are required to apply for college admission prior to completing this application)

Have you applied? Yes No

Have you been accepted? Yes No

**High School You are Attending:**

**Current CTE Programs:**

**Additional CTE Programs:**

**CTE Teacher:**

**The Following Must be Submitted with the Completed Application:**

☒ Be sure to complete the entire Scholarship Application packet.

☒ Provide Letters of Recommendation from the following:

☐ Employer - Practicum (Work-Based Learning) students only

☐ Career and Technology Teacher(s) - Required for all applicants

**\*Remember to attach your recommendation letter(s) with the scholarship application and email all documents to [andrea.anderson@birdvilleschools.net](mailto:andrea.anderson@birdvilleschools.net).\***

☒ Complete Student Information Sheet & Activity Points Sheet (CTE Teacher & Campus Administrator need to sign)

☒ Write your *Student Essay* using the text box field in the scholarship application. Be sure to include the following in your essay:

☐ Statement of Need

☐ Career Objective

☐ How Career Technology Assisted in Progress Toward Career Objective.

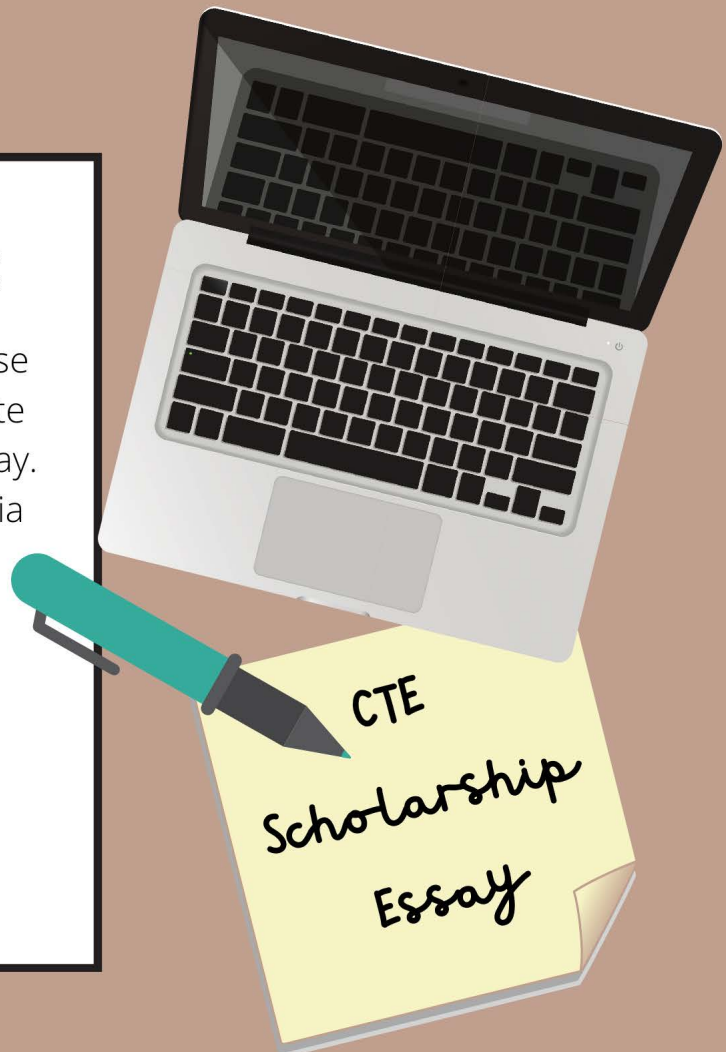
☒ The final page of this packet is the Rating Sheet that will be used to determine the scholarship winners. This will be completed by the scholarship committee.

## SCHOLARSHIP ESSAY CRITERIA:

1. Length (500 words or less)
2. Include the following information:
  - a. Statement of Need
  - b. Career Objective
  - c. How Career and Technical Education Assisted in Progress Toward Career Objective
3. Judged for content and construction- be sure to check grammar, spelling and punctuation

### Directions:

On the following page, use the text box given to write your CTE scholarship essay. Be sure to use the criteria listed above.





*Career and Technical Education 2024-2025  
Scholarship Application*

**STUDENT ESSAY**



Name:

School:

CTE Program:



## Career and Technical Education Scholarship 2024-2025



### TEACHER AND EMPLOYER RECOMMENDATION LETTERS

Please email the following to Andrea Anderson, CTE and CCMR Director at [andrea.anderson@birdvilleschools.net](mailto:andrea.anderson@birdvilleschools.net)

- **Employer Recommendation Letter - Practicum (Work-Based Learning) students only**
  - Providing evidence of student demonstrating quality employability skills at training station
- **Career and Technology Teacher(s) - Required for all scholarship applicants**
  - Demonstrating a good work history in CTE lab for the program area



**Name:**

**School:**

**Program:**



**ACTIVITY POINT SHEET**  
*(Maximum of 35 points)*



**Description**

**Points**

CTE Courses Taken *(1 point per ½ credit earned course)*

CTE Student Organization Office Held  
*(2 points per year per office)*

CTE Student Organization  
Committees Chaired  
*(1 point for each committee chaired)*

CTE Student Organization Activities  
*(1 point per activity outside of class)*

CTE Regional Competitive Events  
*(1 point per year)*

CTE State Competitive Events  
*(3 points per year)*

Other School Organizations/Offices  
Held *(1 point per organization/office up to maximum of 5 points)*

**Teacher Name**

**Teacher Signature**

**Date**

Name:

School:

Program:



**Career and Technical Education 2024-2025**  
**SCHOLARSHIP RATING SHEET**  
*(This sheet will be filled out by the Scholarship Committee)*



		<b>Practicum Student</b>	<b>Lab Student</b>	<b>Actual Points</b>
I.	*Scholastic Record (Is in Good Academic Standing)	10 pts.	10 pts.	
II.	CTE Activities/Courses (See Point Sheet)	35 pts.	35 pts.	
III.	Teacher Recommendation (Teacher Letter of Recommendation)	5 pts.	10 pts.	
IV.	Employment Record (Employer Letter of Recommendation)	5 pts.	N/A	
V.	Essay (See Attached Criteria)	40 pts.	40 pts.	
VI.	Overall Citizenship	5 pts.	5 pts.	
* Scholarship record at Shannon High School is based on progress made.				
<b>TOTAL POINTS</b>		100	100	

*Upon request, specific sections of this publication can be made available in multiple languages by contacting Andrea Anderson, CTE and CCMR Director, in the Birdville ISD CTE Administration office via email at [andrea.anderson@birdvilleschools.net](mailto:andrea.anderson@birdvilleschools.net).*