



Hispanic Association of City Employees
P. O. Box 1869
San José, Ca. 95109-1869
<http://www.geocities.com/haceus/>

May 1, 2009

Dear HACE member,

On May 1, 2009 the Hispanic Association of City Employees (HACE) will be accepting applications for the 2009 HACE Scholarship Awards Program. HACE will be awarding three (3) \$1,000.00 scholarships.

HACE is committed to supporting Latino advancement through higher education. Applicants must meet the following criteria:

- Be ***EITHER*** a child of/sponsored by ***OR*** an HACE member who is in good standing.
- Be enrolled or plan to enroll in a course of study leading to an AA, BA, BS, or advanced degree at an accredited college, university, or trade school; including current college students in their second or higher year of education
- Maintained a 2.5 or higher Grade Point Average (GPA) with no D or F in the current school year
- Did not receive an HACE scholarship in 2008.

Please take advantage of this opportunity and encourage students to apply. Applications are available at: <http://www.geocities.com/haceus/>.

The Scholarship Selection Committee will review application packets to ensure qualifying criteria are met, as well as evaluating the applicant's academic accomplishments, leadership skills, and community involvement. Completed application packet must be **POSTMARKED** no later than **Monday June 1, 2009**.

If you have any questions or need assistance, contact me at 408.975.4452.

Sincerely,

Rebecca Garcia

Rebecca Garcia, M.A.
HACE-Scholarship Selection Committee Chair

Hispanic Association of City Employees (HACE)
2009 SCHOLARSHIP QUALIFICATION AND APPLICATION GUIDELINES



The HACE Scholarship Awards is a member funded program that provides financial assistance to qualified children of/sponsored by **OR** an HACE member who is in good standing.

QUALIFYING CRITERIA

Applicant must:

- Be **EITHER** a child of/sponsored by **OR** an HACE member who is in good standing.
- Be enrolled or plan to enroll in a course of study leading to an AA, BA, BS, or advanced degree at an accredited college, university or trade school; including college students enrolled in their second or higher year of education
- Have maintained a 2.5 or higher Grade Point Average (GPA) with no D or F in the current school year
- Did not receive an HACE scholarship in 2008.

APPLICATION GUIDELINES

1. Applicant must submit the **original signed** documents as a **POSTMARKED** packet by the deadline **MONDAY JUNE 1, 2009**:
 - Scholarship application
 - Official sealed copy of high school/college transcript
 - For applicant already enrolled in college: A letter of enrollment verification from an accredited college or higher education institution
2. Autobiographical statement: a single-spaced, 1-2 page typed essay that includes:
 - Family background
 - School/community involvement
 - Motivation for attending college
 - Long-term goals
 - Optional: Any financial need/situation
3. Letters of Recommendation: submit two (2) letters of recommendation
 - The first letter must be from a teacher/instructor
 - The second letter may be from a teacher/instructor, employer, counselor, faith-based/community organization where applicant has performed volunteer work
4. Submit:
 - Original Packet
 - Checklist Sheet
 - 5 copies of: 1) Scholarship Application and 2) Autobiographical statement
5. Finalists may be required to attend an oral interview with the Scholarship Selection Committee

APPLICATION DEADLINE

Application must be **POSTMARKED** by **Monday June 1, 2009**. LATE and/or INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. All applicants will be notified by mail. Scholarship Award recipients will be announced at a San José City Council Meeting in August 2009.

MAIL TO: **Hispanic Association of City Employees (HACE)**
2009 HACE Scholarship Awards Program
Scholarship Selection Committee
P.O. Box 1869
San José, CA 95109-1869

Awards must be claimed by September 30, 2009 or will be forfeited and returned to the HACE Scholarship Fund. It is the sole responsibility of the Award recipient to claim the award by the set deadline.

**Hispanic Association of City Employees (HACE)
2009 SCHOLARSHIP APPLICATION**



The scholarship award will be sent to the college, university, or trade school indicated by the applicant when HACE receives proof of enrollment *unless* other arrangements are made at the discretion of the HACE Board and Scholarship Selection Committee.

APPLICANT'S INFORMATION

| | | |
|------------|----------------|-----------|
| Name: | | |
| Address: | | |
| City: | State: | Zip Code: |
| Telephone: | Date of Birth: | |

APPLICANT'S EDUCATION INFORMATION

| | | | | | |
|--------------------------------------------------------------------------------------------------------------------------|--------------|---------------|------------|------------|--------------|
| High School Name: | | | | | |
| Address: | | | | | |
| City: | State: | | Zip Code: | | |
| College Name: | | | | | |
| Address: | | | | | |
| City: | State: | | Zip Code: | | |
| College: check status as of September 2009: | ___ Freshman | ___ Sophomore | ___ Junior | ___ Senior | ___ Advanced |
| HACE Member: Are you in a City accelerated Program? __ Yes __ No Are you seeking City reimbursement? __ Yes __ No | | | | | |

SPONSOR'S INFORMATION

| | Name of Parents/Guardians or Sponsor | Work Address | Dept/Division | Phone Number |
|----|--------------------------------------|--------------|---------------|--------------|
| 1. | | | | |
| 2. | | | | |

SPONSOR'S STATEMENT

| | |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sponsor's Name: | Sponsor's Signature: |
| Instructions: | Sponsor Only: Provide a brief statement explaining why applicant should receive a scholarship. If you need additional space, please attach your statement on a separate sheet. |
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SPONSOR'S MEMBERSHIP INFORMATION:

Please check membership Status: Active Inactive

Please check Dues method of Payment: Cash Check Credit Union Other

**Hispanic Association of City Employees (HACE)
2009 SCHOLARSHIP APPLICATION**



LIST COLLEGE OR UNIVERSITY ADMISSION PREFERENCE

1. _____
2. _____

COLLEGE MAJOR OR VOCATIONAL FIELD OF STUDY

1. _____
2. _____

EMPLOYMENT BACKGROUND (MOST RECENT FIRST; ATTACH SUPPLEMENT IF NECESSARY)

| |
|--------------------------------------------------|
| Company Name: _____ |
| Address: _____ |
| Date(s) of Employment: _____ |
| Title and brief description of job duties: _____ |
| |

| |
|--------------------------------------------------|
| Company Name: _____ |
| Address: _____ |
| Date(s) of Employment: _____ |
| Title and brief description of job duties: _____ |
| |

OTHER FINANCIAL ASSISTANCE

List all scholarships, Federal Financial Aid, you received or will be receiving during the 2009 HACE Scholarship year.

NOTE: You are ineligible if you received an HACE scholarship in 2008.

1. _____
2. _____
3. _____

By signing below, I certify that all the information provided by me is accurate and complete to the best of my ability. I understand that willfully and/or knowingly falsifying information may lead to ineligibility/revoking of scholarship. The information in this application will be used for the purpose of evaluating my eligibility for the 2009 HACE Scholarship Awards Program. If selected to receive a scholarship award, the autobiographical statement may be published.

Signature: _____

Date: _____