



THE JAMES R. HOFFA MEMORIAL SCHOLARSHIP FUND

2017 Academic Year Scholarship Application

Application due date: Friday, March 31, 2017

James R. Hoffa became a Teamsters Member in 1934, served as General President for 14 years, and, in recognition of his tireless service to the union, was honored as General President Emeritus for life. At the November 1999 General Executive Board meeting, then-General Secretary-Treasurer C. Thomas Keegel presented a resolution to establish the James R. Hoffa Memorial Scholarship Fund.

The James R. Hoffa Memorial Scholarship Fund awards scholarships annually to outstanding high school seniors. All applicants must comply with the following eligibility and application criteria. Eligibility requirements and application procedures are the same for all awards. Recipients are selected by an impartial committee of university admissions and financial aid directors based on academic achievement, SAT/ACT scores, character, potential and financial need. We consider all applicants without regard to race, religion, gender, disability, or any other legally protected status.

SCHOLARSHIP INFORMATION:

1. **DEADLINE** for receipt of scholarship applications is Friday, March 31, 2017, 5:00 pm, EST. (NO EXCEPTIONS).
2. Please type or print legibly. Illegible applications will be returned to you.
3. If you have any questions about the application, please call the JRHMSF Administrative Manager at (202) 624-8735 or by email at scholarship@teamster.org.
4. Please provide enough time for your Local Union, System Federation or BLET National Division to receive and complete the attached membership verification form. If the above institutions are unable to verify membership due to time constraints, please send your application straight to the Scholarship Office and we will provide membership verification.

The James R. Hoffa Memorial Scholarship awards scholarships on the basis of a comprehensive process. Areas that are reviewed by the Scholarship Committee include, but are not limited to the following: Academic Accomplishments, Community Service, Letters of Recommendation (if a Canadian or Puerto Rican applicant), and Financial Need. The scholarship awards are paid directly to the schools. Scholarship winners are awarded either a \$10,000.00 award split up over four years at \$1,250.00 per semester, or a one-time \$1,000.00 award. Winners of the \$10,000.00 award will have their scholarship renewed each year, pursuant to the Scholarship Renewal guidelines, and must maintain a GPA of 3.0 (B average) or higher. Scholarship applicants compete in one of the five geographic regions where the Teamster Member Relation's Teamsters Union affiliate is located.

(for sending scores to the JRHMSF) these are the SAT & ACT Codes:

1. SAT – 0518
2. ACT – 0670

ELIGIBILITY REQUIREMENTS: Applicants Must:

1. Be the son, daughter or financial dependent (this does not include spouses) of a Teamster member (hereafter also referred to as "Teamster Member Relation") who qualifies (or in the case of retirees, has qualified) as a member in "good standing" in the Teamsters Union as defined in Article X, Section 5 of the International Constitution;
2. Be in his/her last year of high school and may not apply if he/she has already graduated from high school;
3. **Be in the top 15% of his/her high school class;**
4. Plan to submit excellent SAT or ACT scores for evaluation (U.S. only);

5. Plan to attend an accredited four-year college or university within the United States or Canada, as a full-time student. **Those who plan to attend non- academic or certificate programs or community college may not apply with this application.**

Teamster Member Relation:

A. For purposes of this Application, “Teamster Member Relation.” is defined as a Teamster member whose child, financially dependent grandchild or other qualifying financial dependent is applying for the scholarship. Financially dependent grandchildren and other financial dependents (i.e., stepchildren and wards) of Teamster members are eligible if the member contributes in excess of 50% of the applicant’s financial support and if the applicant is a financial dependent of the member for federal income tax purposes. Spouses are not eligible.

B. The applicant’s Teamster Member Relation must have been a member in “good standing” as defined in Article X, Section 5 of the International Constitution on the application deadline of March 31, 2017. In addition, the Teamster Member Relation must not have been a full-time elected officer or full-time employee of the International or Teamster affiliate during this period.

C. If the applicant’s Teamster Member Relation is retired, he or she must be retired from a craft represented by his or her local union and must have been a member in good standing for 5 years prior to his or her retirement. In addition, the retired Teamster Member Relation must not have been a full-time elected officer or full-time employee of the International or Teamster affiliate during this period.

D. A seasonal employee eligible to vote pursuant to Article XXII, Sec.4(c) of the International Constitution, shall also qualify as a Teamster Member Relation.

Application Process

SCHOLARSHIP APPLICANTS MUST PROVIDE:

- Completed application form.
- Completed Academic Record
- Official high school transcript
- SAT or ACT Scores
- Demonstrated financial need.
- Homeschool applicants **MUST** take the SAT II for eligibility.
- Canadian and Puerto Rican applicants **ONLY** must also provide three letters of recommendation in lieu of SAT/ACT scores. Two academic letters (from a teacher, principal, etc), and one personal letter (from an employer or neighbor, **NOT** a family member or yourself). If you are not a Canadian or Puerto Rican applicant and you submit letters of recommendation, those letters will not be considered.
- Teamster Relation Membership Verification Form

SCHOLARSHIP AWARDS

- Finalist notification will be given by June 2017 via email.
- Winner notification for \$1,000.00 “Bootstrap” winners will be notified via email and \$10,000.00 winners will be notified via email and mail by July 2017. It is **VERY** important that you provide an email address that you check frequently. In addition, please ensure that “@teamster.org” emails are placed on your non-spam/junk mail list.
- Awards will be disbursed to the schools by August 31, 2017.
- Winners must be ready to provide their student ID, the correct mailing address of their institution and the department where their scholarship check is to be received, upon notification of award.

Deadline for the application is Friday, March 31, 2017, 5:00 pm, EST. Applications must be received by this date or will not be considered.

Please email the completed application, verification form and supporting documents as one PDF to scholarship@teamster.org OR it can be faxed to (202) 624-7457, or mailed to the following address: James R. Hoffa Memorial Scholarship Fund, 25 Louisiana Ave NW, Washington, DC 20001

REGULATIONS GOVERNING USE OF SCHOLARSHIPS

Recipients must attend a 4-year U.S. college accredited by one of the six Regional Accrediting Commissions of Higher Education associated with the American Council on Education or a Canadian school which has membership in the Association of Universities Colleges in Canada. Furthermore, recipients must attend an accredited institution that charges tuition. A recipient may not utilize this scholarship while attending a tuition-free institution such as a military academy. If the recipient is unable to attend college due to an illness certified by a physician, the scholarship will be held in abeyance for not more than one year. If schooling is interrupted by military service, scholarships will be held in abeyance for not more than two years, unless the military service is of such a nature as to warrant special consideration beyond that time. When returning from military service, the scholarship recipient must notify the Scholarship Fund and apply for readmission within 90 days and return to school within six months thereafter.

Winners of \$10k scholarships will be issued in annual, quarter payments and renewed on an annual basis. The recipient must maintain an academic average consistent with the scholarship requirements of the institution attended. The recipients must maintain a B average (3.00 on a 4.00 scale).

Each year an inquiry will be made of the Teamster Member Relation's status with their local union. Suspension from Teamster membership for non-payment of dues or for any other reason will result in forfeiture of the scholarship.

The scholarship fund was established as a non-profit, stand alone, charitable incorporated organization (501(c)3 identification #52-2206826) which will raise significant money from affiliates and outside sources.

FOR MORE INFORMATION REGARDING ELIGIBILITY AND APPLICATION PROCEDURES, SEE THE JRHMSF 2017 SCHOLARSHIP GUIDE AT: www.jrhmsf.org

Academic Scholarship APPLICATION

Must be filled out by Applicant and Teamster Member Relation.

Name of Applicant:

Last _____ First _____ Middle Initial _____

****Required****

Social Security Number (United States) _____

OR Social Insurance Number (Canadian) _____

Address:

Street _____

City, State, Zip or Postal Code _____

Contact Information for Applicant:

Home Phone # _____ Alternate Phone # _____

E-Mail Address (**IMPORTANT**) _____

Sex:

- Male
 Female

Date of Birth: _____

High School: _____
Name and Address

Expected Date of High School Graduation _____ 2017
month

Canadian Students:

In 2017, I will complete _____ Junior Matriculation _____ Senior Matriculation

Name(s) of the Accredited College(s) Applied to or Plan to Attend:

1. _____
Name City and State

2. _____
Name City and State

Applicant First Name/Last Name

Teamster Affiliation (If any of this information is incorrect this will delay your application process):

- IBT
- BMWED
- BLET
- GCC
- TCRC

Local Union/Division # _____ Local Union Address _____

Please check box if you are a seasonal employee: **Seasonal Employee**

Full Name of Teamster Member Relation (NOT Self) _____

Teamster Member Relation's Employer's Name _____

Employment Address _____

Occupation _____

Teamster Member Relation's Social Security/Insurance Number OR Ledger _____

Teamster Member Relationship to Applicant (NOT Self) _____

ACTIVITY SHEET

Please list the following information on a separate sheet, if needed.

SCHOOL EXTRA-CURRICULAR ACTIVITIES: Please list school extra-curricular activities in which you have participated, beginning in high school. Note leadership roles and dates.

COMMUNITY SERVICE/VOLUNTEER ACTIVITIES: Please list community service or volunteer activities that you have been active in, beginning in high school. Note leadership roles and dates.

WORK EXPERIENCE: Please list any work experience you have, beginning in high school. Note leadership roles and dates.

HONORS, ACHIEVEMENTS AND DISTINCTIONS: Please list any honors, achievements and distinctions you have received, beginning in high school. Note dates:

Applicant First Name/Last Name

ESTIMATED FINANCIAL NEED

***If you are not sure of your financial need yet, please provide a brief explanation explaining your situation.**

Total Anticipated Amount of Need for One (1) School Year (tuition, room and board, transportation, and books)	\$ _____
Financial Aid or Scholarships Received or Applied for:	
Source: _____	\$ _____
Source: _____	\$ _____
Source: _____	\$ _____
Additional Funds:	
Parental Assistance	\$ _____
Employment	\$ _____
Gifts	\$ _____
Net Amount Needed (subtract all funding from total anticipated amount)	\$ _____

Please provide any additional information that you believe would be helpful to the Scholarship Committee in assessing your personal or financial need:

STATEMENT OF ACCURACY

I hereby affirm that all the above stated information provided by me to the James R. Hoffa Memorial Scholarship Fund Committee is true, correct and without forgery. Incorrect information provided may result in disqualification of the application and even subsequent rescission of a scholarship award, if applicable.

Signature of scholarship applicant: _____ Date: _____

Teamster Member Relation: _____ Date: _____

LU/Lodge/Div. #: _____

The deadline for this application to be received by James R. Hoffa Memorial Scholarship Fund is Friday, March 31, 2017, 5:00 p.m. EST

CHECKLIST

*Please review and check off all boxes to ensure that you have completed this application.

- Completed Application
- Completed the Activity Sheet
- Completed the Estimated Financial Need Section of the Application
- Completed Academic Record
- Attached Official Transcript OR has noted that an Official Transcript will be sent separately
- Attached Official SAT/ACT/SAT II/Subject Scores OR has noted that they will be sent separately. ALSO, if your official scores are on your official transcript, please note this on the application
- FOR CANADIAN AND PUERTO RICAN APPLICANTS** – Attach three letters of recommendation, pursuant to the requirements for types of recommendation letters
- Completed the Membership Verification form by providing the form to the Local Union, System Federation or BLET National Division.
- Signed “Statement of Accuracy” by both Applicant AND Teamster member relation.

Applicant First Name/Last Name



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ACADEMIC RECORD

Must be completed by the Applicant's high school official:

Applicant's Name:

Last

First

Middle

High School Information:

Name of Secondary School _____

Address _____ Phone # _____

NOTE: Please check the box if homeschooled:

Grade Point Average (If the school does not provide GPA please provide a general estimate or explanation):

Please indicate the student's **un-weighted grade average** in the spaces below:

Student has the **un-weighted** GPA of _____ at the end of _____. (MUST be on 4.0 scale – any GPA over a 4.0 will not be accepted.)
mm/yyyy

Class Rank, if applicable: _____ Check here if NOT applicable.

Honors, Advanced Placement (AP), or other Advanced Classes

Please indicate if you are taking advanced courses: Honors Advanced Placement (AP) Other Advanced Classes

Applicant First Name/Last Name

High School Transcript

Please attach an **official** transcript bearing the school's seal or principal's signature to this application. Please note that the transcript is to be cumulative of the applicant's grades over the course of high school.

Test Scores

A. SAT Scores:

Critical Reading _____ Math _____ Writing _____ Total _____ Test Date _____
mm/yyyy

Critical Reading _____ Math _____ Writing _____ Total _____ Test Date _____
mm/yyyy

Critical Reading _____ Math _____ Writing _____ Total _____ Test Date _____
mm/yyyy

B. ACT Scores:

English _____ Math _____ Reading _____ Science _____ Composite _____ Test Date _____
mm/yyyy

English _____ Math _____ Reading _____ Science _____ Composite _____ Test Date _____
mm/yyyy

C. SAT II/Subject Test Scores, if applicant is homeschooled. (Three tests) _____ Two of these tests are to consist of Literature and Math 1 or 2. The third test must be in either history or science.

High School Checklist:

- I have enclosed an official copy of the student's test scores and verify that the above information is correct.
- The applicant has requested that the testing agency forward a copy of his/her test scores.

NAME OF OFFICIAL (PRINT) _____ **TITLE** _____

SIGNATURE OF HIGH SCHOOL OFFICIAL _____ **DATE** _____



Applicant First Name/Last Name

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SECRETARY-TREASURER’S MEMBERSHIP VERIFICATION

The following section must be completed by your Teamster Member Relation’s Local Union.
This application will not be processed without the attached membership verification.

LU/Lodge/Div. #: _____

1. I hereby certify that the above-named Teamster Member Relation _____ has **not** been a full-time elected officer of this Local Union, Division, or Lodge and has been (check the appropriate box below):

- A member in “good standing” as defined in article X, section 5 of the International constitution.
- Retired from a craft represented by his or her Local Union and was a member in “good standing” as defined in Article X, Section 5 of the International constitution for 5 years prior to his/her retirement.
- A seasonal employee eligible to vote pursuant to Article XXII, Sec. 4 (c) of the International constitution.

2. I verify that the applicant is the son, daughter or financial dependent of the above-named Teamster Member Relation.

- Yes
- No

3. **Signature of Teamster Local Union Secretary-Treasurer** * *BMWED members must send to the System Federation Secretary-Treasurer for signature **BLET members must send to the National Secretary-Treasurer for signature

Signature	Print Name	Date
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LU/Lodge/Div. #: _____

**Applications not received by the application deadline of
March 31, 2017, 5 p.m. EST, will not be processed by the Scholarship Fund.**

It is advised that you check in with your Local Union affiliate to make sure that they have processed your application. If time or geographic constraints will not allow you to provide your materials to the Local Union in time, you may scan your materials and e-mail them to: scholarship@teamster.org, or fax to (202) 624-7457.

The Scholarship Fund was established as a non-profit, stand alone, charitable incorporated organization (501(c)(3) identification #52-2206826), which will raise significant money from affiliates and outside sources to award Teamster dependents higher scholarships than have been possible in the past. Although children represent less than 25 percent of the population in our countries, they are 100 percent our future!

Scholarship recipients are selected on the basis of scholastic achievement, aptitude, personal qualifications and financial need by the Scholarship Selection Committee. We consider all applicants without regard to race, religion, gender, disability or any other legally protected status. Due to the number of applicants to this program and because the program is extremely competitive, only those students who exemplify academic excellence should apply.