

## **An Important Note about the Process:**

This is the fifth year that Downeast Energy has offered scholarships to non-employee children pursuing a career in the heating or building supply trades. Each year the quantity and quality of applications increases. Therefore, great time and effort should be given to the application process to ensure that the application gives a true and positive picture of you and your experiences and goals.

Please make every effort to use a computer to prepare your application. You can type directly onto the application found at [www.downeastenergy.com](http://www.downeastenergy.com). Thereafter, print out the completed application to accompany your transcript.

Be sure to complete all sections of the application as thoughtfully and thoroughly as possible.

It is often helpful to have a teacher, guidance counselor or friend review the application before you submit it.

If you have any questions about this application or any part of the process, please contact Betsy Morrell at (207) 319-1321 or [betsy@downeastenergy.com](mailto:betsy@downeastenergy.com).

## **Procedures for Application**

Initial and renewal applications are available:

- From the Training & Development Department, Downeast Energy, 18 Spring Street, Brunswick, ME 04011
- By downloading the [application](#) in PDF format from [www.downeastenergy.com](http://www.downeastenergy.com)

Full application packet must be completed and submitted to the Training & Development Department **no later** than April 1st of each year. The application packet includes:

- a. Completed word processed Application.
- b. Transcripts of high school (or post secondary, if already enrolled).
- c. Two or more non-family character references (preferably typed). References should be submitted from someone in a supervisory capacity who can objectively comment on your abilities. If this is a renewal application, the references must be new. At least one of these should be from a teacher. Please use the [teacher evaluation form](#).
- d. A word processed cover letter describing your intended course of study and anything else that might help us in our decision.



**VOCATIONAL APPLICATION**

Name: \_\_\_\_\_

Street: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent or Guardian Name(s): \_\_\_\_\_

**First Year Application**

**Renewal Application**

**Work History:**

Past Three Years Work Activities:

**Educational History:**

High School Name/Town	Dates Attended	Graduation Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

Secondary School Name/Town	Dates Attended	Graduation Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

College Name	Dates Attended	Graduation Date	Course of Study
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Previous Colleges - Name	Degree	Course of Study
_____	_____	_____
_____	_____	_____
_____	_____	_____

Do you feel your current grades are an accurate index of your ability?

Yes                  No

If not, what factors prevented you from doing better?

What special recognition have you received for outstanding schoolwork such as honors, participation in special programs, prizes or scholarship?

What part have you played in activities such as class offices, athletics, clubs or organizations, etc., designate which years for each?

What part have you played in organized out-of-school activities such as civic organizations or community groups, etc., designate years for each?

What have been your favorite recreational activities and/hobbies?

Have you received any special recognition in connection with your recreational activities or hobbies? If so, What?

What are your educational objectives?

If you have chosen a career path, what is it and what is your reason for choosing this path?

I certify that all statements in the foregoing application are true and correct and that I believe myself eligible for a scholarship.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

***Must be received by April 1<sup>st</sup>, 2010.***

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