

**Mt. San Antonio College !  
Faculty Association !**

**CAREER AND  
TECHNICAL  
EDUCATION !**

**ACHIEVEMENT AWARD !  
APPLICATION !  
PACKET !**

**2018 – 2019 !**

March 10, 2019

Dear Student:

Mt. San Antonio College Faculty Association wants to award outstanding students who excel in the Careers and Technical Education. The past recipients of this award have received between \$250 and \$1500. To apply for this award, you must meet the requirements listed on the application, and you must complete the enclosed application packet by the **deadline of Tuesday, April 16, 2019**. 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](mailto: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](mailto:eward@mtsac.edu) or the Faculty Association Office at (909) 274-4531.

Best of Luck!

Sincerely,  
Liz Ward, Chairperson  
Faculty Association Achievement Award Committee

Mt. San Antonio College Faculty Association

**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 ACHIEVEMENT AWARD,  
PLEASE DO NOT APPLY. YOU MAY NOT RECEIVE AN AWARD MORE THAN ONCE!**

**DATE DUE: Tuesday April 16, 2019.** 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** email to: [faawards@msac-fa.org](mailto:faawards@msac-fa.org).

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](http://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:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP CODE:** \_\_\_\_\_

**HOME PHONE:** ( ) \_\_\_\_\_ - \_\_\_\_\_ **Cell Phone:** ( ) \_\_\_\_\_ - \_\_\_\_\_

**Student Leadership Program/Position, Performing Arts, Academic Competition, or Athletics 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 these 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 '18 to June '19).
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.

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Applicant's Signature

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Date

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 8, 2019 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 and Technical Education Achievement Award  
Request for Work-In-Progress**

Semester / Year: \_\_\_\_\_

Student Name: \_\_\_\_\_,  
Last
First
M.I.

Date: \_\_\_/\_\_\_/\_\_\_\_\_ Student ID: \_\_\_\_\_ Birth Date: \_\_\_\_\_

**TO THE PROFESSOR:** The student named above has requested his/her grades to date be made available to the Extra-Curricular Achievement Award Committee. Please enter class units in the unit column and the grade to date in the grade column. Then sign and return this form to the student.

Liz Ward, Chairperson  
 Faculty Association Scholastic Achievement Award Committee

Course	Units	Grade to Date	Instructor Signature	Date

Courses Dropped Spring Semester – Student must complete

Course	Units	Date Dropped

**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 16, 2019**



**Critical Reflection and Communication: Score \_\_\_\_\_**

4. Well-written, engaging essay draws one or more sophisticated conclusions about college experience and provides specific, relevant support.
3. Decently written essay draws one or more meaningful conclusions about college experience and provides specific, relevant support.
2. Essay draws one or more meaningful conclusions about college experience and provides vague or indirect support.
1. Essay draws one or more meaningful conclusions about college experience and provides no support.
0. Essay does not draw meaningful conclusions about college experience.

**Faculty Evaluation: Score \_\_\_\_\_**

4. Faculty reference is enthusiastic and specific. Examples in letter positively distinguish student from peers.
3. Faculty reference is enthusiastic and specific. Examples in letter show positive attributes of student.
2. Faculty reference is positive; no detailed examples of student work/experience are provided but are listed.
1. Faculty reference is moderately positive; A few student awards/experiences are noted.
0. Faculty reference is moderately positive but vague and/or reference is not positive.

**Achievement in Vocational Competitions: Score \_\_\_\_\_**

4. Top-tier individual recognition at the highest possible level for this vocation (state, national, international).
3. Recognition at the highest possible level for this vocational activity (state, national or international).
2. Regional recognition for this vocational activity.
1. Local (campus) recognition for this vocational activity.
0. No noted external recognition for this vocational activity.

**Potential: Score \_\_\_\_\_**

4. Evidence of concrete plans for continued academic advancement, service activity, and/or pending professional placement.
3. Strong likelihood for continued academic advancement, service activity, and/or professional placement.
2. Evidence of eligibility for continued academic advancement and/or pending professional placement.
1. Clear interest in continued academic advancement, service activity, and/or pending professional placement.
0. No indication of future plans/evidence of eligibility for meaningful opportunities beyond Mt. SAC.

**TOTAL SCORE FOR THIS STUDENT (out of 40): \_\_\_\_\_**