

APPLICATION CHECK-OFF LIST

Jerry Junkins Construction
Management Scholarship

Application Deadlines:

Fall Semester – May 30th
Spring Semester – Oct. 30th

Please be sure to verify that you have included **ALL** of the following documents **WITH** your application. **Failure to turn in a COMPLETE application, including ALL required documents, will cause your application to be rejected and mailed back to you, which could result in missing the scholarship deadline and the forfeiting of your entry.**

- Current high school or college transcript.** (If you are currently attending or have recently attended high school or college).
- Completed application form.** **Every** question must be answered. (Example: If you were not involved in any honor programs, write “None”. If the question does not apply to you, write “N/A”.)
- Non-resident documents** (If applicable)
- Copy of your **Entire Household’s Federal Tax Returns** from the previous year. (or your parent’s, if you are a dependent). Include your spouse’s tax returns if applicable.
 - o **NOTE:** *If you are unemployed, you must provide proof of unemployment, and you must be unemployed for a minimum of 30 days in order to qualify.*
- Two written letters of recommendation** (Cannot be from a relative)
- Photograph** (Legible copy of drivers license accepted)

Your Responsibilities, If You Are Awarded the Scholarship

If your application is approved, there are several requirements of you, in order for you to remain eligible for the scholarship. Failure to meet these requirements could result in the loss of your scholarship, so be sure that you do all of the following:

1. **YOU need to register for your classes as soon as possible.** Failure to enroll early could result in the cancellation of a class or the class being too full by the time you register. Also, some classes require that you pass a test prior to being accepted into that class. If you are charged late fees or other “paperwork” fees, because you did not attend the first night of class or registered late, these fees ARE NOT COVERED by the scholarship and you will be responsible for paying these fees to the school.
2. **You must enroll in a minimum of 6 credit hours per semester, and the classes must be included in your degree plan.** If you are not sure which classes meet these criteria, please contact your school’s career guidance counselor.
3. **You must maintain a minimum GPA of 2.2.**
4. **YOU must contact your school at the end of each semester and request that your transcripts are submitted to DCCCD Foundation.** (This includes classes taken at CEF)
5. **You must notify DCCCD Foundation immediately of address/phone changes, employment changes, degree plan changes, or if you find you cannot begin school in the upcoming semester due to unforeseen circumstances.**
6. **Your scholarship is for 1 year only.** You will be sent a renewal application from DCCCD Foundation towards the end of each scholarship year for a continuation of your scholarship for another year, pending approval from the scholarship selection committee. (*Note: even though your scholarship is for 1 year, you still need to register for classes at the beginning of each semester.*)

Other Construction Industry Scholarship Sources:

National Association of Women In Construction (NAWIC): Catherine Smith	972-446-6636
Associated Builders and Contractors of North Texas (ABC): LaDell Tullos	972-580-9102
QUOIN (Associated General Contractors of North Texas)	972-247-9962
Plumbing, Heating & Cooling Contractors of North Texas (PHCC) (NOTE: Trade Specific and you must be employed with a Member Company)	972-818-1990
North Texas Air Conditioning Contractors of America (ACCA) (NOTE: Trade Specific and you must be employed with a Member Company)	817-861-5383

Contact your College's Financial Aid Office for other resources, such as:

- **Government Grants**
- **Government Loans**

Important CEF, North Lake College & DCCCD Phone Numbers:

(DCCCD = Dallas County Community College District)

Construction Education Foundation 972-574-5200

- Scholarships: Elizabeth Hayes
- Career Guidance: Jonna Noble
- VA Benefits (apprenticeship only): Janet Onim
- **Para Español Habla con Lily Gonzales**

North Lake College (DFW Education Center) 972-860-7873

- Construction Career Guidance: Roger Wilson

North Lake College (MacArthur Ave. Campus) 972-860-3326

- Financial Aid: Paul Felix
- VA Benefits (non-apprenticeship): Anthony Young

DCCCD Foundation (214) 860-2149

- Jerry Junkins Scholarship: Ella Shaw

Jerry Junkins Construction Management Scholarship Fund						
Income Eligibility Chart						
Number of People in Household:	1	2	3	4	5	6
Annual Household Income Cannot Exceed:	\$39,150	\$43,500	\$47,000	\$50,500	\$53,950	\$57,540
Unemployed Applicants: Must be unemployed for a minimum of 30 days and show verification of unemployment.						