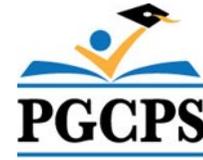14201 School Lane • Room 116 • Upper Marlboro, MD 20772 • www.pgcps.org/foundation

Technical Scholarship

The Excellence in Education Foundation for PGCPS, Inc. (EEF-PGCPS) celebrates excellence in career and technical education and recognizes the importance of assisting outstanding students to continue to positively impact the economy. The EEF-PGCPS wishes to promote the qualities exemplified in outstanding career and technical education among students within the county who demonstrate a positive impact on the economy in the cause of developing and growing the local, state, national, and global economies. Therefore, the EEF-PGCPS has established the Technical Scholarship for three **(3)** graduating seniors who best personify "excellence in their Career and Technical Education (CTE) program."

The **Technical Scholarship** will award **$3,500** each to three **(3)** PGCPS graduating seniors who will continue their education at a post-secondary institution.

APPLICATION REQUIREMENTS

- Must be a current PGCPS student.
- Student must have been in attendance without interruption from ninth to twelfth grade in PGCPS.
- Student must have a minimum cumulative grade point average of 2.5 for all high school course work.
- Student must be well rounded and be enrolled in one of the following PGCPS Career and Technical Education completer programs: Business Management and Finance, Homeland Security and Emergency Preparedness, Interactive Media Production, IT CISCO Academy, Environmental Studies: CASE, PrintEd, Project Lead the Way- Pre Engineering, or Project Lead the Way-Biomedical Sciences.
- Student must include a minimum of two letters of recommendations from previous teachers, administrators, or sponsors of career and technical education program activities. One letter of recommendation must come from a CTE teacher. (**Note**: Recommendation letters must be on official letterhead, specific to the scholarship and current, not an admission to college recommendation letter.)
- Official transcript must be provided showing student's most current grades and service-learning hours.
- Student must be accepted into a post-secondary institution.
- Student must complete a Google Application form (link on page 2) and attach all listed items on page 2.

ESSAY – (Please see specific essay guidelines and rubric on page 3.)

Students must submit a well-developed, typed essay on the topic below. The essay should be 1-2 pages in length and follow MLA style.

How has your CTE program impacted your career goals and objectives?
- Include how your work-based learning experiences (within the classroom laboratory and/or internship) has prepared you for this program of study.
- Describe how your program of study experiences changed or influenced your future career aspirations.
- Explain how your program of study changed or impacted your life.

EVALUATION

The evaluation process will consist of a review of all submitted application materials by the Scholarship Review Committee. Finalists' applications will be notified by **May 20, 2022**.

The application must include all of the following to be considered complete:

- Completed Google Application form: https://bit.ly/TECH2022
- Official Transcript
- Post-secondary institute acceptance letter
- Essay
- Letters of recommendation **on official letterhead** – (minimum of two; see criteria on page one)

INSTRUCTIONS FOR SUBMISSION

All materials submitted with the application become the property of the EEF-PGCPS and will not be returned to applicants.

The completed application and related documents must be submitted as indicated in the timeline below by **March 18, 2022**. **Incomplete applications and applications submitted after the deadline will not be considered.**

TIMELINE

DATE	ITEM
December 2021	Scholarship Committee will send information to the schools and professional school counselors; information posted on PGCPS and Excellence in Education Foundation websites.
By March 18, 2022	**Electronic Scholarship Submission**: Deadline is March 18, 2022. Complete Google Application form: https://bit.ly/TECH2022 Attach all components of the scholarship packet - including essay that meets established criteria – in the Google application form **– label all components with last name, first name, and name of scholarship for which you applied.** **Questions**: send emails to excel.scholarships@pgcps.org and include your last name, first name, and name of scholarship applied for in the subject line.
March 21 – April 25, 2022	Scholarship Committee will review application packets – including essays – and determine selection of the top candidates.
By May 9, 2022	Chief Executive Officer (CEO) or CEO's designee may interview finalists and make final selections.
By May 20, 2022	Finalists, parents and school administrators notified.
June 2022	Finalists and parents invited to attend BOE Recognition Ceremony.

Please direct all questions to the Department of Career and Technical Education at 301-669-6012 or email excel.scholarships@pgcps.org.

Attachment: Essay Guidelines and Rubric

ESSAY GUIDELINES AND RUBRIC

Please also keep in mind the following criteria:

- The applicant's name and address must appear on the top right corner of each page of the essay.
- The essay must be typed (double-spaced) in either Times New Roman or Arial (font size 12).
- The essay must be two pages in length and must be written using MLA style.
- The essay must be submitted single-sided, not double-sided.

Each applicant's essay will be scored using the rubric below.

	4	3	2	1
General Reflection	Applicant presents a thoughtful reflection on career readiness, recounting detailed examples of career readiness experiences. The essay meets the criteria set forth.	Applicant completes a reflection on career readiness, recounting some examples of career readiness experiences. The essay meets the criteria set forth.	Applicant completes a reflection on career readiness. Little detail was provided on the experiences of career readiness. The essay meets most of the criteria set forth.	Applicant made an attempt to complete reflection on career readiness, but no details about the experience(s) are included. The essay meets some or few of the criteria set forth.
Sense of Career Readiness	Applicant's reflections show deep personal understanding of the importance of career readiness and how the program has made a difference in his/her life.	Applicant's reflections show a growing understanding of the importance of career readiness and how the program has made a difference in his/her life.	Applicant's reflections show a limited understanding of the importance of career readiness and how the program has made a difference in his/her life.	Applicant's reflections show that he/she is largely unaffected by career readiness and how the program made difference in his/her life.
Development and Organization of Essay	Applicant's essay has an engaging introduction that orients readers and provides a strong conclusion. It also establishes a natural/logical sequence of reflection, using effective transitions to convey this.	Applicant's essay has an effective introduction and provides a conclusion that sums up the reflection. It has a logical flow, but needs more transitions.	Applicant's essay has an introduction that needs more development and lacks a strong conclusion. It includes unnecessary information and may seem choppy.	Applicant's essay lacks an effective introduction and ends abruptly. It also includes distracting information and has no clear sequence of events/thoughts.
Language Usage	Applicant's essay maintains a clear point of view, uses relevant descriptive details, and shows a command of English Language conventions.	Applicant's essay maintains a point of view and includes relevant descriptive details. There may be a few errors in conventions.	Applicant's essay has some lapses in point of view, lacks effective descriptive details, and has some distracting errors in conventions.	Applicant's essay lacks a clear point of view, mostly lacks or offers no effective details, and has major errors in conventions.