



SCHOLARSHIP APPLICATION

This scholarship application can also be downloaded at www.nmrestaurants.org

PURPOSE

Hospitality Industry Education Foundation (HIEF) scholarships are designed to assist students who demonstrate an interest in and commitment to the foodservice and hospitality industry. Preference will be given to New Mexico Residents.

ELIGIBILITY CRITERIA

- Applicant must be currently employed in the hospitality industry (in one of the areas listed below) and/or enrolled in an industry-related educational program at an accredited institution.

Culinary Arts
Food Distribution

Foodservice
Tourism

Hospitality Management
Hotel, Restaurant & Institutional Skills

- Applicants must submit the following:
 - completed application
 - three letters of reference
 - three completed Character Reference Forms
 - current official transcript
 - essay (500 words minimum, double spaced)
- Applications must be completed and postmarked by April 1, 2010. Late applications will not be accepted. Faxed applications will not be accepted. Do not staple or bind application in any way.

PARTICULARS

- The Hospitality Industry Education Foundation Scholarship Committee will determine the number and value of scholarships to be distributed each year.
- The scholarship is to be used toward the pursuit of a certificate, an undergraduate, or masters degree at an accredited post-secondary institution. Approved institutions include:

Universities
Apprenticeship Programs

State Colleges
Technical/Vocational Schools

Community and Junior Colleges

- Applicants chosen as scholarship recipients must be classified as full-time students in order for any funds to be disbursed to the educational institution. (Full-time: enrolled in at least 12 hours or the equivalent, according to the guidelines of the educational institution for full-time classification.)
- HIEF reserves the right to make exceptions based on circumstance.
- Scholarships are disbursed DIRECTLY to the educational institution only after the HIEF office receives verification from the institution's records/admissions office confirming full-time enrollment for the student.
- Recipients will be recognized and presented with an award at the annual Hospitality Industry Education Foundation Scholarship Luncheon. Details to be announced.
- Judges will score on the following:
 - Presentation of application (spelling, punctuation, etc.)
 - Strength of letters of recommendation
 - Essay (well written and within word count)
 - Industry related work experience
 - Grade point average



SCHOLARSHIP APPLICATION

PERSONAL INFORMATION

All scholarship correspondence will be mailed. Please provide the address and phone number where you can be contacted. Please type or print clearly.

Social Security Number _____ - _____ - _____

Last Name _____ First Name _____ Middle Initial _____

Permanent Address _____

City _____ State _____ Zip _____

Phone Number (____) _____ Work Number (____) _____

Email Address _____ Date of Birth _____

New Mexico Resident? Yes No U.S. Citizen? Yes No Sex: Male Female

Parent or Legal Guardian Name _____

Phone Number (Home) _____ (Work) _____

Parent or Legal Guardian Name _____

Phone Number (Home) _____ (Work) _____

SCHOLARSHIP/PROSTART INFORMATION

Must be completed by all applicants.

Are you a ProStart Certificate holder? Yes No

Are you a graduate or graduating senior of the ProStart program? Yes No

Have you applied for a scholarship through the National Restaurant Association Educational Foundation (NRAEF)? Yes No

If yes, were you awarded the scholarship? Yes No
 Have not yet received notice

Have you been awarded or are you being considered for any other scholarships at this time? Yes No

If yes, which scholarship(s)? _____

Have you received a NMRA scholarship in the past? Yes No

If yes, what year? _____ Amount of Award? _____

SCHOOLS ATTENDED

Please list in order beginning with most recent. Reminder: You must include an official transcript with your application from current school only.

School Name	City, State	Dates Attended	Degree Earned

HOSPITALITY INDUSTRY WORK EXPERIENCE

List paid or voluntary hospitality industry work experience. ONLY include hospitality related work experience, listing the most recent experience first.

Company Name, City, State, Telephone Number	Type of Business and Position	Date(s) Employed	Average Hours Worked per Month	Total Months Worked	Total Number of Hours*

**To calculate total hours, multiply average hours worked per month by total months worked.*

Total Hours Worked: _____

CHARACTER REFERENCES

Please identify three people who will complete the character reference forms enclosed and your letters of reference. These references must be from 1) your advisor, 2) employer, and 3) a teacher, educator, etc. No relatives please.

Name _____ Title _____
Name _____ Title _____
Name _____ Title _____

FINANCIAL INFORMATION

Expenses for one academic year:

School: In-State Out-of-State Private

Annual Tuition _____ Fees, Books, Supplies, Uniforms (*estimate*) _____

REQUIRED SIGNATURE

How did you learn about this scholarship?

Professor/School Internet Mailing Employer Other _____

Please read prior to signing.

I hereby certify that the information in this application is true and accurate to the best of my knowledge. I agree to report to the Hospitality Industry Education Foundation any changes which could affect consideration of my application. I understand that failure to provide valid and complete information could result in the withdrawal of financial assistance and recall any and all awards previously made by HIEF. Furthermore, I understand that the decisions made by the Hospitality Industry Education Foundation Scholarship Committee are final.

Signature of Applicant _____ Date _____

Signature of Parent or Guardian _____ Date _____

(only if applicant is under 18 years of age)

Applications must be postmarked no later than April 1, 2010 to qualify. An incomplete application will not be accepted. Notification will be made to all applicants in late April. If you have any questions, please call 800/432-0740 or 505/343-9848.

Submit application to:
Hospitality Industry Education Foundation
9201 Montgomery Blvd NE Suite 602
Albuquerque, NM 87111



CHARACTER REFERENCE FORM FOR SCHOLARSHIP APPLICANT

_____ has applied to the Hospitality Industry Education Foundation for a scholarship. The Scholarship Committee has requested that you complete this Character Reference Form. Please rank the applicant in each of the following areas:

	Excellent(5)	Good(4)	Average(3)	Poor(2)	N/A(1)
Motivation	_____	_____	_____	_____	_____
Industry Interest	_____	_____	_____	_____	_____
Seriousness	_____	_____	_____	_____	_____
Work Record	_____	_____	_____	_____	_____
Balance of Activities	_____	_____	_____	_____	_____
Communication Skills	_____	_____	_____	_____	_____
Leadership	_____	_____	_____	_____	_____
Initiative	_____	_____	_____	_____	_____
Character	_____	_____	_____	_____	_____
Maturity	_____	_____	_____	_____	_____
Personality	_____	_____	_____	_____	_____
Appearance	_____	_____	_____	_____	_____

How long have you known the applicant? _____

Are you related in any way? _____

Are you acquainted with the applicant's financial need in this instance? _____

Is the applicant's financial need:

- | | |
|--------------------------------|-----------------------------------|
| <input type="checkbox"/> Great | <input type="checkbox"/> Moderate |
| <input type="checkbox"/> Small | <input type="checkbox"/> Unknown |

Would you recommend the granting of a scholarship to this applicant?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

Signature: _____ Date: _____

Name (Print): _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: (____) _____

A letter of reference is required to accompany this Character Reference Form. Please do not staple the letter to this form. Please provide any information that you feel will help the Scholarship Committee in their decision.

NOTE: This form and a letter of reference must accompany the entire application packet in order for the applicant to qualify for a scholarship. Thank you for your assistance.



CHARACTER REFERENCE FORM FOR SCHOLARSHIP APPLICANT

_____ has applied to the Hospitality Industry Education Foundation for a scholarship. The Scholarship Committee has requested that you complete this Character Reference Form. Please rank the applicant in each of the following areas:

	Excellent(5)	Good(4)	Average(3)	Poor(2)	N/A(1)
Motivation	_____	_____	_____	_____	_____
Industry Interest	_____	_____	_____	_____	_____
Seriousness	_____	_____	_____	_____	_____
Work Record	_____	_____	_____	_____	_____
Balance of Activities	_____	_____	_____	_____	_____
Communication Skills	_____	_____	_____	_____	_____
Leadership	_____	_____	_____	_____	_____
Initiative	_____	_____	_____	_____	_____
Character	_____	_____	_____	_____	_____
Maturity	_____	_____	_____	_____	_____
Personality	_____	_____	_____	_____	_____
Appearance	_____	_____	_____	_____	_____

How long have you known the applicant? _____

Are you related in any way? _____

Are you acquainted with the applicant's financial need in this instance? _____

Is the applicant's financial need:

- | | |
|--------------------------------|-----------------------------------|
| <input type="checkbox"/> Great | <input type="checkbox"/> Moderate |
| <input type="checkbox"/> Small | <input type="checkbox"/> Unknown |

Would you recommend the granting of a scholarship to this applicant?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

Signature: _____ Date: _____

Name (Print): _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: (____) _____

A letter of reference is required to accompany this Character Reference Form. Please do not staple the letter to this form. Please provide any information that you feel will help the Scholarship Committee in their decision.

NOTE: This form and a letter of reference must accompany the entire application packet in order for the applicant to qualify for a scholarship. Thank you for your assistance.



CHARACTER REFERENCE FORM FOR SCHOLARSHIP APPLICANT

_____ has applied to the Hospitality Industry Education Foundation for a scholarship. The Scholarship Committee has requested that you complete this Character Reference Form. Please rank the applicant in each of the following areas:

	Excellent(5)	Good(4)	Average(3)	Poor(2)	N/A(1)
Motivation	_____	_____	_____	_____	_____
Industry Interest	_____	_____	_____	_____	_____
Seriousness	_____	_____	_____	_____	_____
Work Record	_____	_____	_____	_____	_____
Balance of Activities	_____	_____	_____	_____	_____
Communication Skills	_____	_____	_____	_____	_____
Leadership	_____	_____	_____	_____	_____
Initiative	_____	_____	_____	_____	_____
Character	_____	_____	_____	_____	_____
Maturity	_____	_____	_____	_____	_____
Personality	_____	_____	_____	_____	_____
Appearance	_____	_____	_____	_____	_____

How long have you known the applicant? _____

Are you related in any way? _____

Are you acquainted with the applicant's financial need in this instance? _____

Is the applicant's financial need:

- | | |
|--------------------------------|-----------------------------------|
| <input type="checkbox"/> Great | <input type="checkbox"/> Moderate |
| <input type="checkbox"/> Small | <input type="checkbox"/> Unknown |

Would you recommend the granting of a scholarship to this applicant?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

Signature: _____ Date: _____

Name (Print): _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: (____) _____

A letter of reference is required to accompany this Character Reference Form. Please do not staple the letter to this form. Please provide any information that you feel will help the Scholarship Committee in their decision.

NOTE: This form and a letter of reference must accompany the entire application packet in order for the applicant to qualify for a scholarship. Thank you for your assistance.