

# EXAMPLE Education Award

## Non-University and Technical Training

THE FAWCO FOUNDATION  
A NOT-FOR-PROFIT CORPORATION  
REGISTERED IN THE STATE OF MISSOURI

### AWARD APPLICATION PROCESS

- *The applicant completes and submits the application form by 27th of January.*
- *The EA Administrator will review all applications for completeness and eligibility. Late, incomplete or ineligible applications will be disqualified.*
- *The Award Selection Committees will review the applications and a recipient will be selected.*
- *Award recipients will be announced at the FAWCO Conference in March.*
- *Award recipients will receive notification via email from the EA Administrator shortly thereafter. Results will be posted, along with a photo, on the FAWCO Foundation website following the recipient announcements.*
- *The award funds will be disbursed once the recipient has completed and signed the Statement of Agreement (SOA) provided by The FAWCO Foundation and has submitted official proof of enrollment in the proposed program, along with proof of expenses i.e. tuition fees,/registration as specified in the application.*
- *Please note you may be asked to justify any amount beyond registration/tuition fees.*

### GOOGLE FORM INSTRUCTIONS - READ BEFORE YOU BEGIN

*This form has 10 sections. You can save your work if you are not finished by pressing the submit button at the very end of the form section 10. You will receive a link via email which will allow you to complete/edit. Please ensure the email you have provided above is correct. All communication relating to this form will go to that email.*

*All questions with an \* require an answer. You will not be able to move to the next section unless you have filled out these questions. If you are unsure or not ready for a question with an \*, simply insert a place marker (eg MORE INFO NEEDED) and come back when you are ready but before you send it to your Parent or FAWCO Representative for their declaration.*

*You can write your essays and cut and paste into the form.*

*You can submit and return to the form using the link provided, until the application deadline of January 27th of the year of the application.*

*Once you have completely finished with sections 1-6:*

*1 - Press the submit button at the end of Section 10.*

*2 - You will receive an email with a link to edit the form. Forward this to your parent for their declaration. Advise them to sign and add their contact details. They MAY NOT change any of the information you submitted. They must only add information to Section 8. Once they have completed Section 8, they must press the submit button at the end of Section 10.*

*3 - You will again receive an email with a link. Forward this to the FAWCO/FAUSA Rep or President for their declaration. Advise them to sign and add their contact details. They MAY NOT change any of the information previously submitted. They must only add information to Section 9. Once they have completed Section 9, they must press the submit button at the end of Section 10.*

*4 - Almost there! You will again receive the email with a link to edit the form. This is your last opportunity to double check you have done everything listed in Section 10. Once you are happy with your application you are done! Be sure to keep a copy.*

*5 - Good Luck!*

# APPLICATION GUIDELINES

## Section 1 - APPLICANT INFORMATION

*This is for you, the applicant, to fill out. You will not be able to move forward in the form unless you have completed all the mandatory sections. You will be required to submit a photo.*

## Section 2 - EDUCATION

*This is the section you will provide us with your secondary school and results or any further post secondary education and their results which you have undertaken.*

## Section 3 - PLAN FOR STUDY 2025-2026

*Here you will indicate your planned course of study and the costs associated with that plan.*

## Section 4 - ACCOMPLISHMENTS

*Here is where you tell us more about you - in which areas you have excelled and engaged in, both in and outside of schooling.*

## Section 5 - ESSAYS

*You are asked to submit two essays. These essays are critical to our understanding of who you are and why this award will be valuable to help you achieve your educational goals. One essay focuses on your proposed plan of study and one essay focus is biographical.*

## Section 6- LETTERS OF RECOMMENDATION

*You will be required to supply two letters of recommendation.*

## Section 7 - APPLICANT'S DECLARATION

*This is your declaration that all the information provided is truthful and accurate. Once you have 'electronically' signed your affirmation, you must scroll down and submit at the end of Section 10. You will receive an email that you will then need to forward to your parent for them to sign their declaration.*

## Section 8 - PARENT'S DECLARATION

*This is your parent's declaration that all the information provided is truthful and accurate. Once they have 'electronically' acknowledged the declaration, they must scroll down to the end of Section 10 and press submit.*

## Section 9 - FAWCO DECLARATION

*This is the FAWCO declaration. It must be acknowledged and contact details provided. Once this has been done, they must scroll down to submit at the end of Section 10.*

## Section 10- FINAL CHECK

*This is a final check that you have provided all the elements that are required. Once you are satisfied with your application, submit the form BY January 27th, 2025. You can update the form until the final day, even after you have submitted.*

## Academic Education Award Requirements

- *You are eligible to apply if you are the child of a FAUSA or FAWCO Club Member or Individual Member, regardless of nationality and regardless of whether or not your parent's club has made a contribution to The FAWCO Foundation's programs.*  
*You, the applicant:*
- *must have a parent must have been an individual member, a member of FAUSA or a member of a FAWCO Club (in good standing) for at least 12 months at the application deadline and must still be a member in good standing at the time the awards are announced. If your parent has transferred from one FAWCO Club to another Club or to FAUSA, or been accepted as a FAWCO Individual Member with an interruption of less than three months, you will be considered as having met the time requirement.*
- *must be between the ages of 16 and 27 at the application deadline date and have at least one full academic year remaining in your studies.*
- *must not have received a FAWCO Foundation Education Award previously, with the exception of the Dual Cultural Award as long as there is at least a one year break in between applications.*  
*can only apply for one Academic Award per year.*
- *must use the award for study during the 2025-2026 academic year (includes summer 2025) and must begin by February 1st 2026.*  
*\*Members (and the children/grandchildren) of the Board of Directors of FAWCO, The FAWCO Foundation and FAUSA are not eligible for Education Awards.*

Section 1: APPLICANT INFORMATION

First and Last Name

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Full Contact Address

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Contact Telephone including country code

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Date of Birth

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Country/Countries of Citizenship

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FAWCO Parent's Name - First and Last

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Parent's FAWCO Affiliation - please specify full name of FAWCO Club (no abbreviations), FAUSA or Individual Member:

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Exact date parent joined their FAWCO Club, FAUSA or became an Individual Member:

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I meet all the eligibility criteria as specified in the Academic Education Award Requirements (above).

- ☐ Yes  
☐ No

### Applicants Photo

*Submit a recent full-face color photo. If you are the recipient, the photo will be used for the awards presentation at the FAWCO Conference in March. So smile!*

*Email your photo to [awards@fawcofoundation.org](mailto:awards@fawcofoundation.org)*

*Ensure the photo is labeled as follows: 2025, applicant's first and last name, award category (ex. 2025janesmithscience).*

I have provided my photo via email

- ☐ Yes  
☐ No

I am applying for:  
Non-University and Technical Training Award \$5,000

For an individual enrolled in a training program or a course of study at a trade school, either of which will conclude with a vocational certification.

- ☐ Yes  
☐ No (if no this is the wrong form please review the award categories)

*Section 2: EDUCATION*

Have you graduated secondary school and/or are studying at post secondary education?

- ☐ Yes continue to Post Secondary Education Certificate/Diploma  
☐ No continue with Secondary School Certificate/Diploma

**Secondary School Certificate/Diploma**

*Give the name and location of the secondary school from which you have received or expect to receive a diploma or certification. Do not translate the name of the school or certificate.*

Secondary School Name

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City and Country of School

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Dates Attended

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Certification and Date Received/Expected

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Have you undertaken Post Secondary Education?

- ☐ Yes please continue to Post Secondary Education Section  
☐ No continue to Transcripts

**Post Secondary Education Certificate/Diploma**

*Beginning with the most recent, please list the name, location and dates for institution of further learning attended after secondary school. (up to 3 can be included)*

1st Institution Details: Include Name of Institution, City and Country

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1st Institution:

Dates Attended and Type of Certification

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1st Institution:

Date Certificate Received/Expected

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## TRANSCRIPTS

*Provide the last two years/ four semesters of transcripts from your most recent educational institution.*

*Your transcripts must include an English translation for understanding and include an explanation of your educational institution's grading system or grade equivalents (i.e., 10=A+, etc.).*

*Your transcripts do not need to be officially stamped or notarized.*

*Ensure transcripts are labeled as follows: 2025, applicant's first and last name, award category (ex. 2025janesmithscience).*

*Email transcripts to [awards@fawcofoundation.org](mailto:awards@fawcofoundation.org)*

I have provided my transcripts via email.

- ☐ Yes
- ☐ No

## Section 3: PLANS FOR STUDY 2025-2026

### PLANS FOR STUDY 2025-2026

How many institutions have you applied to?

- ☐ One
- ☐ Two
- ☐ Three
- ☐ More than Three

1st Institution:

Name and Location of Institution that you have applied to.

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1st Institution:

Planned Field of Study and Certification

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1st Institution:

Start Date

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1st Institution:

Total Estimated Expenses.

Include breakdown of how the award funds will be spent. eg Tuition, Accommodation, Transport, Materials.

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## Section 4: ACCOMPLISHMENTS

Does your most recent educational institution give awards/recognise Academic Accomplishments?

- ☐ Yes continue to Academic Accomplishments
- ☐ No continue to Non-Academic Accomplishments

#### Academic Accomplishments

List and describe any academic achievements or recognition you have received, such as:

Honor Roll, National Merit, Scholarships etc.

Academic competitions - Science Fairs, Spelling Bees, Math Competitions, Speech or Debate Tournaments, etc.

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#### Non-Academic Accomplishments

List and describe any non-academic activities or accomplishments such as:

Extracurricular, community, or family activities

Hobbies and special interests

Pursuits such as music, drama, sports, etc...

Leadership positions

Work experience, paid or volunteer

Non-scholastic honors or recognition

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### *Section 5: ESSAYS*

#### Proposed Plan of Study Essay (200-word maximum)

This essay should describe:

- your major field of study and why you have chosen this field
- your proposed course of study

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Biographical essay (200-word maximum)

Please write about one of the following topics:

- 1 - A significant experience in your life or
  - 2 - An activity or interest that has been particularly meaningful to you or
  - 3 - A school, community or world event to which you have had a strong reaction.
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#### *Section 6: LETTERS OF RECOMMENDATION*

I have requested two letters of recommendation

- ☐ Yes  
☐ No

#### *Section 7: APPLICANT DECLARATION*

I declare that:

- to the best of my knowledge, all the information in this application is factually correct.
- the requested essays have been written by me, without assistance from any other person.
- I have not previously received an Academic or Non-University Award from The FAWCO Foundation.
- I am the child of a FAWCO or FAUSA member in good standing.
- I am not a child of a FAWCO, FAWCO Foundation or FAUSA current or incoming Board member.

By Typing Your Name on the line below you are agreeing to the above statement.

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#### *Section 8: PARENT'S DECLARATION*

I declare that:

- I am a FAWCO or FAUSA member in good standing.
- I have fulfilled my membership requirements by January 27, in the year of this application.

By Typing Your Name on the line below you are agreeing to the above statement.

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Date of Signature

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Phone Number including Country Code

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Email Address

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#### *Section 9: FAWCO DECLARATION To be completed by the Club's FAWCO Rep, FAWCO Club President,*

*FAUSA President*

I declare that:

- this application has been completed correctly.
- the information provided in Section 1 regarding the applicant's parent is correct. Specifically name of applicant's parent, parent's club and date of joining.
- the applicant's parent will have fulfilled the membership requirements by January 27th of application year.

By Typing Your Name on the line below you are agreeing to the above statement.

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Date of Signature

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Signatory Position

- ☐ Club FAWCO Rep or FAUSA Rep
- ☐ Club President or FAUSA President

Email of Signatory

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Phone Number (including country code) of Signatory

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