



# THE JAMES R. HOFFA MEMORIAL SCHOLARSHIP FUND

## 2016 – 2017 Academic Year Scholarship Application

**Application due date: Thursday, March 31, 2016**

James R. Hoffa became a Teamsters Member in 1934, served as General President for 14 years, and, in recognition of his tireless service to the union, was honored as General President Emeritus for life. At the November 1999 General Executive Board meeting, then-General Secretary-Treasurer C. Thomas Keegel presented a resolution to establish the James R. Hoffa Memorial Scholarship Fund.

The James R. Hoffa Memorial Scholarship Fund awards scholarships annually to outstanding high school seniors. All applicants must comply with the following eligibility and application criteria.

### **SCHOLARSHIP INFORMATION:**

1. **DEADLINE** for receipt of scholarship applications is **Thursday, March 31, 2016. (NO EXCEPTIONS).**
2. Type or print legibly. Illegible applications will be returned to you.
3. If you have any questions about the application, please call the JRHMSF Administrative Manager at (202) 624-8971 or by email at [scholarship@teamster.org](mailto:scholarship@teamster.org).
4. Please provide enough time for your Local Union, System Federation or BLET National Division to receive and complete the attached membership verification form. If the above institutions are unable to verify membership then please send your application straight to the Scholarship Office and we will provide membership verification.

The James R. Hoffa Memorial Scholarship awards scholarships on the basis of a comprehensive process. Areas that are reviewed by the Scholarship Committee include, but are not limited to the following: Academic Accomplishments, Community Service, Letters of Recommendation (if a Canadian or Puerto Rican applicant), and Financial Need. The scholarship awards are paid directly to the schools. Scholarship winners are awarded either a \$10,000.00 award split up over four years at \$1,250.00 per semester, or a one-time \$1,000.00 award. Winners of the \$10,000.00 award will have their scholarship renewed each year, pursuant to the Scholarship Renewal guidelines, and must maintain a GPA of 3.0 (B average) or higher.

### **SAT & ACT Codes**

1. SAT – 0518
2. ACT - 0670

### **ELIGIBILITY REQUIREMENTS**

1. Be the son, daughter or financial dependent (this does **not** include spouses) of a Teamster member (hereafter also referred to as “Teamster Member Relation”) who qualifies (or in the case of retirees, has qualified)\* as a member in “continuous good standing” in the Teamsters Union as defined in Article X, Section 5 of the International Constitution;
2. Be in his/her last year of high school and may not apply if he/she has already graduated from high school;
3. **Be in the top 15% of his/her high school class;**
4. Plan to submit excellent SAT or ACT scores for evaluation (U.S. only);
5. Plan to attend an accredited four-year college or university within the United States or Canada, as a full-time student. **Those who plan to attend non- academic or certificate programs or community college may not apply.**

\*To qualify as a retired Teamster Member Relation, the Member Relation must demonstrate that he/she was retired from a craft represented by his or her Local Union and was a member in “good standing” as per Article X, Section 5 of the International Constitution for 5 years prior to his/her retirement.

\*A seasonal employee eligible to vote pursuant to Article XXII, Sec. 4(c) of the International Constitution, shall also qualify as a Teamster Member Relation.

## Application Process

### **SCHOLARSHIP APPLICANTS MUST PROVIDE:**

- Completed application form.
- Official high school transcript in a sealed envelope from the institution.
- Demonstrated financial need.
- Homeschool applicants MUST take the SAT II for eligibility.
- **Canadian and Puerto Rican applicants ONLY must** also provide three letters of recommendation in lieu of SAT/ACT scores. Two academic letters (from a teacher, principal, etc), and one personal letter (from an employer or neighbor, NOT a family member or yourself). If you are not a Canadian or Puerto Rican applicant and you submit letters of recommendation, those letters will not be considered.
- SAT II test scores are required for all applicants if the applicant's class rank is not available.

### **SCHOLARSHIP AWARDS**

- Finalist notification will be given by June 2016 via email.
- Winner notification for \$1,000.00 "Bootstrap" winners will be notified via email and \$10,000.00 winners will be notified via email and mail by July 2016. It is VERY important that you provide an email address that you check frequently. In addition, please ensure that "@teamster.org" emails are placed on your non-spam/junk list.
- Awards will be disbursed to the schools by August 2016.
- Winners must be ready to provide their **student ID, the correct mailing address of their institution and the department where their scholarship check is to be received**, upon notification of award.

**Deadline** for the application is Thursday, **March 31, 2016**. Applications must be received by this date or will not be considered.

Please email the application as one PDF to [scholarship@teamster.org](mailto:scholarship@teamster.org) OR it can be faxed to (202) 624-7457, or mailed to the following address:

**James R. Hoffa Memorial Scholarship Fund**  
25 Louisiana Ave NW  
Washington, DC 20001

## CHECKLIST

\*Please review and check off all boxes to ensure that you have completed this application.

- Completed entire application including Social Security/Insurance number
- Completed the Activity Sheet
- Completed the Financial Need
- Attached Official Transcript OR has noted that an Official Transcript will be sent separately
- Attached Official SAT/ACT/SAT II Scores OR has noted that they will be sent separately. ALSO, if your official scores are on your official transcript, you have noted this on the application
- FOR CANADIAN AND PUERTO RICAN APPLICANTS** – Attached three letters of recommendations, pursuant to the requirements for types of recommendation letters
- Completed the Membership Verification form by providing the form to the Local Union, System Federation or BLET National Division.
- Signed “Statement of Accuracy” by both Applicant AND Teamster member relation.



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## ACADEMIC RECORD

**Must be completed by the Applicant's high school official**— Please note that if your school does not have rank or GPA, then please provide an explanation and provide any information that you would provide to the college to which the student is applying.

**Applicant's Name:**

Last

First

Middle

**High School Information:**

Name of Secondary School \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

**NOTE:** Please check the box if homeschooled:

Homeschool

**Class Rank (If information is left blank WITHOUT an explanation, then student's application will not be processed):**

a. Please indicate the student's exact or approximate rank in class.

Student ranks exactly/approximately \_\_\_\_\_ in a class of \_\_\_\_\_ students at the end of \_\_\_\_\_ mm/yyyy

b. If exact rank is not available, please provide:

Class size \_\_\_\_\_ Decile/Percentile \_\_\_\_\_

c. Indicate if student has taken SAT II in lieu of class rank:

SAT II (Scores Attached)

**Grade Point Average (If the school does not provide GPA please provide a general estimate or explanation):**

Please indicate the student's **un-weighted grade average** in the spaces below. (**MUST be on 4.0 scale**).

Student has the **un-weighted** GPA of \_\_\_\_\_ at the end of \_\_\_\_\_ mm/yyyy

**Honors, Advanced Placement (AP), or other Advanced Classes**

Please indicate if you are taking advanced courses:

- Honors
- Advanced Placement (AP)
- Other Advanced Classes

### High School Transcript

Please attach an **official** transcript bearing the school's seal or principal's signature to this application. Please note that the transcript is to be cumulative of the applicant's grades over the course of high school.

### Test Scores

#### A. SAT Scores:

Critical Reading \_\_\_\_\_ Math \_\_\_\_\_ Writing \_\_\_\_\_ Total \_\_\_\_\_ Test Date \_\_\_\_\_  
mm/yyyy

Critical Reading \_\_\_\_\_ Math \_\_\_\_\_ Writing \_\_\_\_\_ Total \_\_\_\_\_ Test Date \_\_\_\_\_  
mm/yyyy

Critical Reading \_\_\_\_\_ Math \_\_\_\_\_ Writing \_\_\_\_\_ Total \_\_\_\_\_ Test Date \_\_\_\_\_  
mm/yyyy

#### B. ACT Scores:

English \_\_\_\_\_ Math \_\_\_\_\_ Reading \_\_\_\_\_ Science \_\_\_\_\_ Composite \_\_\_\_\_ Test Date \_\_\_\_\_  
mm/yyyy

English \_\_\_\_\_ Math \_\_\_\_\_ Reading \_\_\_\_\_ Science \_\_\_\_\_ Composite \_\_\_\_\_ Test Date \_\_\_\_\_  
mm/yyyy

#### C. SAT II Test Scores (Required ONLY if Class Rank is not available or applicant is homeschooled)

Math Level 1 \_\_\_\_\_ Math Level 2 \_\_\_\_\_ English \_\_\_\_\_ Biology \_\_\_\_\_ Chemistry \_\_\_\_\_ Physics \_\_\_\_\_

U.S. History \_\_\_\_\_ World History \_\_\_\_\_

### High School Checklist:

- I have enclosed an official copy of the student's test scores and verify that the above information is correct.
- The applicant has requested that the testing agency forward a copy of his/her test scores.

NAME OF OFFICIAL (PRINT) \_\_\_\_\_ TITLE \_\_\_\_\_

SIGNATURE OF OFFICIAL \_\_\_\_\_ DATE \_\_\_\_\_

**The following section must be completed by your Teamster Member Relation's Local Union.  
This application will not be processed without the attached membership verification.**

**LU/Lodge/Div. #:** \_\_\_\_\_

### **SECRETARY-TREASURER'S MEMBERSHIP VERIFICATION**

1. I hereby certify that the above-named Teamster member Relation has not been a full-time elected officer of this Local Union, Division, or Lodge and has been (check the appropriate box below):

- A member in "good standing" as defined in article X, section 5 of the International constitution.
- Retired from a craft represented by his or her Local Union and was a member in "continuous good standing" as defined in Article X, Section 5 of the International constitution for 5 years prior to his/her retirement.
- A seasonal employee eligible to vote pursuant to Article XXII, Sec. 4 (c) of the International constitution.

2. I verify that the applicant is the son, daughter or financial dependent of the above-named Teamster Member Relation.

- Yes
- No

3. Signature of Secretary-Treasurer

\*\*BMWED members must send to the System Federation Secretary-Treasurer for signature

\*\*BLET members must send to the National Secretary-Treasurer for signature

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Signature

Print Name

Date

**Applications not received by the application deadline of  
March 31, 2016, will not be processed by the Scholarship Fund.**

It is advised that you check in with your Local Union affiliate to make sure that they have processed your application. If time or geographic constraints will not allow you to provide your materials to the Local Union in time you may scan your materials and e-mail them to: [scholarship@teamster.org](mailto:scholarship@teamster.org), or fax to (202) 624-7457.

The Scholarship Fund was established as a non-profit, stand alone, charitable incorporated organization (501(c)(3) identification #52-2206826), which will raise significant money from affiliates and outside sources to award Teamster dependents higher scholarships than have been possible in the past. Although children represent less than 25 percent of the population in our countries, they are 100 percent our future!

Scholarship recipients are selected on the basis of scholastic achievement, aptitude, personal qualifications and financial need by the Scholarship Selection Committee. We consider all applicants without regard to race, religion, gender, disability or any other legally protected status. Due to the number of applicants to this program and because the program is extremely competitive, only those students who exemplify academic excellence should apply.