



Red Deer
Construction
Association

RDCA SCHOLARSHIP PROGRAM

Application Deadline: August 24, 2022

The RDCA Scholarship Program is designed to recognize the excellence of member company apprentices and to encourage them to continue and complete their apprenticeship or occupational training.

Red Deer Construction Association
Proudly recognizing the Commercial Construction Industry in Central Alberta

RDCA Scholarship Program

The Red Deer Construction Association (RDCA) and the Scholarship Committee have created the Training Awards for employees of member companies. These awards are designed to recognize the excellence of employees of member companies within the RDCA that are in a construction apprenticeship program. Contributions for these awards are made possible by funds raised from association social activities, along with financial help from the association.

We encourage recipients to complete their apprenticeship!

AWARDS

The awards will be presented to individuals demonstrating outstanding performance, both academically and on the job. The following list identifies the maximum number of each scholarship level that may be awarded:

- \$500.00 Denomination – up to 15 awards
- \$750.00 Denomination – up to 5 awards
- \$1,000.00 Denomination – up to 2 awards

ELIGIBILITY

(AN EMPLOYEE/APPLICANT MUST BE EMPLOYED BY A MEMBER COMPANY OF THE RED DEER CONSTRUCTION ASSOCIATION)

Applicants for the Red Deer Construction Association Apprenticeship Training Awards must be:

- Registered as an Alberta apprentice in a construction trade
- Working for an RDCA member employer at the time of their technical training
- Successful in completing at least one period of Alberta Apprenticeship technical training during the past year
- Attain exemplary Academic achievement (include technical training marks)

The following criteria will be considered for the Annual Awards:

- Employer recommendations (This must be completed and signed by a direct supervisor)
- Provide a financial summary (Include a description of how this award has supported your training or would advance your skill development in the trade).

APPLICATION AND AWARDS PROCESS

- Applications must be submitted to the RDCA office by no later than **4:00pm August 24th, 2022. (No Exceptions)**. Upon receipt, the applications will be verified with a date stamp showing when they were received. The applicant is responsible to follow up with the RDCA office to ensure their application has been received.
- The RDCA Scholarship Committee consisting of RDCA Board members and Members at Large, will review applications and decide on recipients by the end of September.
- The Award presentation may be held in mid-October. Awards recipients who are unable to attend the presentation, are asked to advise the RDCA office staff at least 7 days prior to the event.

APPLICATION FOR THE RED DEER CONSTRUCTION ASSOCIATION APPRENTICESHIP TRAINING AWARDS

We are collecting the information in this application to determine and verify your eligibility for a Red Deer Construction Association Apprenticeship Training Award. All information will be kept confidential. If you have any questions about the collection of this information, please contact the office of the Red Deer Construction Association.

Part A: Applicant Information *(Please print legibly, using ink not pencil)*

First Name: _____

Last Name: _____

Name of your Company: _____

Street Address: _____

City: _____

Province: _____ Postal Code: _____

Telephone Number () _____

Email address: _____

Name of Trade: _____

Where did you last attend technical training?

What period or level of technical training did you complete?

When did you complete your last period or level of technical training?

Please attach a copy of your technical training marks, including them at the end of this application

Have you registered for your next period of technical training?

Yes _____ No _____ or, have you completed your final year _____

Class start date: (m/d/y) _____

Part B: Employer Information *(Please print legibly, using ink not pencil)*

To be considered for an award you must include the Employer Information form, completed and signed by your direct supervisor. This form can be mailed, e-mailed or, personally delivered by the person completing the information or attached to your application.

Name of person completing the Employer Information form:

Name of company: _____

Position with company: _____

Company (Contact) phone number & e-mail:

() _____

E-mail _____

Company address:

Date applicant became employed with company:

Part C: Employer Recommendation *(Please print legibly, using ink not pencil)*

To be completed and signed by the applicant's direct supervisor.

Your assessment of this apprentice is an important component in the award selection process and must be submitted for the apprentice to be considered for an award.

Applicant's name: _____

Trade _____

(Please print legibly in ink not pencil)

I have known the apprentice/trainee for _____. I rate this apprentice/trainee as follows: **(1 being below average and 5 being above Average)**

- | | | | | | | |
|--|------------------------------|---|---|---|---|---|
| 1) <u>Attitude Toward:</u> | Their trade/occupation | 1 | 2 | 3 | 4 | 5 |
| | Training | 1 | 2 | 3 | 4 | 5 |
| | Co-workers | 1 | 2 | 3 | 4 | 5 |
| | Workplace | 1 | 2 | 3 | 4 | 5 |
| 2) <u>Work habits:</u> | Safety | 1 | 2 | 3 | 4 | 5 |
| | Attendance | 1 | 2 | 3 | 4 | 5 |
| | Willingness to learn | 1 | 2 | 3 | 4 | 5 |
| | Respect for other's property | 1 | 2 | 3 | 4 | 5 |
| 3) <u>Trade Skills:</u> | | 1 | 2 | 3 | 4 | 5 |
| 4) Was this applicant working with your company at the time of their technical training? | | | | | | |
| Yes _____ | No _____ | | | | | |

(Please see next page for the employer letter)

Part D: Applicant Summary *(Please print legibly, using ink not pencil)*

Explain why the RDCA should consider your application for the Apprenticeship Training Award (ie. **attitude, work habits trade skills & safety habits**). Please be detailed and include any exceptional or additional accomplishments, information, and/or experiences you would like to bring to the selection committee's attention. (Include a description of how this award has supported your training or would advance your skill development in the trade).

Part E: Declaration and Authorization

I have read the instructions and hereby make application for a Red Deer Construction Association Apprenticeship Training Award.

I DECLARE:

- I have answered all questions applicable to me, and all information is true and complete to the best of my knowledge;
- I plan to continue my career within my trade, and
- I will notify the Red Deer Construction Association Scholarship Committee, if I withdraw from my apprenticeship program before the awards selection in October.

If I am successful in receiving an award, I AUTHORIZE:

- The Red Deer Construction Association to publish my name, community, trade, and my company for publicity purposes.
- The Red Deer Construction Association has my consent to use any photos taken as they see fit for announcements and advertisements.

SIGNATURE OF APPLICANT

DATE OF APPLICATION

Application was received: _____

Stamped Date: _____

RDCA Office Staff: _____

Applications can be dropped off at the RDCA office, e-mailed or mailed to the following address:



RED DEER CONSTRUCTION ASSOCIATION APPRENTICESHIP TRAINING AWARDS

C/O Red Deer Construction Association
Bay #3, 7471 Edgar Industrial Bend
Red Deer, AB, T4P 3Z5
E-mail: info@rdca.ca
Phone: 403-346-4846
Fax: 403-343-3280

Faxed applications will be accepted upon confirmation with the RDCA office

Please double check your application!

Have you:

- Answered all of the questions in a neat and legible manner?
- Included your contact information (PART A)
- Included the employer information (PART B)
- Included a complete Employer Recommendation (PART C)
- Included a complete Applicant Summary (PART D)
- **Include a copy of your Institution's Training Marks**
- Signed the application

DEADLINE SUBMISSION: August 24th, 2022 at 4:00pm