



**CALIFORNIA HOTEL & LODGING ASSOCIATION  
EDUCATIONAL FOUNDATION**

**RICHARD SCHROECK SCHOLARSHIP PROGRAM**

**FOR HOSPITALITY ENGINEERS AND  
MAINTENANCE PERSONNEL**

**FOR THE 2006-2007 ACADEMIC YEAR**

**PROGRAM DESCRIPTION**

The **Richard Schroeck Hospitality Engineering and Maintenance Scholarship** is a specialized *merit-based* scholarship opportunity within the overall California Hotel & Lodging Association Educational Foundation scholarship program. This scholarship, which is funded through the generosity of Joel Rothman, is intended specifically for ***hourly hospitality engineers and maintenance personnel, as well as for their dependents.***

More specifically, the program is designed to reward hourly hospitality engineers and maintenance personnel who are employed in lodging establishments which are members in good standing of the California Hotel & Lodging Association. It does so by providing scholarships to those employees or their dependents who have demonstrated a desire to make **either** engineering/maintenance **or** the lodging industry generally a career, **and** who have applied to or are enrolled in **either** an accredited two- or four-year college or university program of engineering or of lodging management, **or** a vocational program related to facility engineering and/or operating maintenance. (These vocational programs can include courses such as refrigeration or electrical maintenance, for example, and they do not have to be of any minimum length.)

**AWARDS AND CRITERIA**

Richard Schroeck Hospitality Engineering and Maintenance Scholarships are administered by the CH&LA Educational Foundation, and the annual scholarship is in the amount of \$1,000 per academic year. Scholarships will be awarded to the individual applicant attending school on a full- or part-time basis. The final decision will be made by the CH&LA Educational Foundation Board of Directors. These scholarships are awarded based on merit, and not on financial need. *Therefore, completion of the **Financial Information** section of the application is **optional**.* However, if a situation arises in which two applicants are otherwise equally qualified, financial need is one criterion that may be considered in awarding the scholarship.

**Applicants must meet the following minimum criteria:**

1. Must be a California resident.
2. Must meet one of the following criteria:
  - A. Be a *non-exempt*, hourly individual (meaning an employee who is not exempt from the requirement to pay overtime wages under the Federal Fair Labor Standards Act or California law), currently employed in an engineering, maintenance, or similar capacity at a CH&LA-member property; **or**
  - B. Be the natural or adopted son or daughter of a non-exempt individual currently employed in an engineering, maintenance, or similar capacity at a CH&LA-member property.
3. A. Must have graduated from high school with a minimum of a 2.7 GPA (based on a four-point system); **or**,

- B. Must possess lodging work experience.
4. At the time of payment of the scholarship, must be currently enrolled **either** in a college or university accredited by the Western Association of Schools and Colleges, or its equivalent, **or** an accredited vocational program related to facility engineering and/or operating maintenance, with a minimum of a 2.7 cumulative GPA. Preference will be given to students attending California schools.
  5. This scholarship is for one academic year. This scholarship may be renewed by re-application. For a new or transferred student, the scholarship will be activated after the first completed semester, and the scholarship will be awarded retroactive for the completed semester.
  6. Preference may be given to students demonstrating a financial need.

### **REVIEW**

Applications must be fully completed in order to be considered; **incomplete applications will not be considered.**

Scholarship recipients will be selected based on a combination of their academic performance, lodging work experience, college or university attended, financial need (if applicable) and personal attributes. A personal interview may be required. Applicants should be interested in entering a career in the lodging industry or in engineering.

### **SCHOLARSHIP DISTRIBUTION**

Students who receive a scholarship will be paid directly in two equal installments per academic year. Each scholarship award installment will be made retroactive to the completed school semester. In order for a scholarship award to be funded, a school transcript from the previous semester must first be sent directly by the school to the Foundation. School transcripts must be postmarked no later than February 28 and July 31 in a given academic year. (This transcript must be one that cannot be altered by the student. All transcripts are subject to verification.)

Scholarship recipients will be notified of their awards by June 10 of the academic year proceeding the academic year for which the scholarship is being granted, and awards will be issued upon receipt of official transcript, approximately March 15 and August 15 of the academic year for which the award is made.

Any scholarship recipient who fails to enroll or cancels enrollment must immediately notify the CH&LA Educational Foundation. Failure to meet all requirements for a scholarship from the CH&LA Educational Foundation may cause a scholarship award to be revoked by the Foundation or repaid by the recipient.

### **QUESTIONS AND COMMUNICATIONS**

Please direct all questions and correspondence relative to the CH&LA Educational Foundation Scholarship Program to:

**CH&LA Educational Foundation  
Scholarship Program  
414 Twenty-Ninth Street  
Sacramento, CA 95816-3211  
916-444-5780; Fax: 916-444-5848**



CALIFORNIA HOTEL & LODGING ASSOCIATION  
EDUCATIONAL FOUNDATION

**SCHOLARSHIP APPLICATION**

**RICHARD SCHROECK SCHOLARSHIP  
2006-2007 Academic Year**

Please print or type - complete all parts of the application as indicated

**NAME:**

Last \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_

**CURRENT ADDRESS:**

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number (\_\_\_\_\_) \_\_\_\_\_

**PERMANENT ADDRESS:**

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number (\_\_\_\_\_) \_\_\_\_\_

**BACKGROUND INFORMATION:**

**Date of Birth:** \_\_\_\_\_ **Social Security #:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**High School Attended:**

High School Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Transcripts Attached

**College/University or Vocational Program Attending/Attended:**

Institution Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Transcripts Attached

Major(s) \_\_\_\_\_ Dates(s) Attended \_\_\_\_\_ GPA \_\_\_\_\_

Degree(s) Obtained \_\_\_\_\_

**EDUCATION PROGRAM TO WHICH YOU WILL BE APPLYING FOR ADMISSION:**

College/University or Vocational Program Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Specific Course(s) to Be Taken \_\_\_\_\_ Start Date \_\_\_\_\_

**WORK HISTORY (last three jobs or past five years; attach separate sheets if necessary):**

1. Employer \_\_\_\_\_ Years Worked \_\_\_\_\_  
Immediate Supervisor \_\_\_\_\_ Telephone # (\_\_\_\_\_) \_\_\_\_\_

2. Employer \_\_\_\_\_ Years Worked \_\_\_\_\_  
Immediate Supervisor \_\_\_\_\_ Telephone # (\_\_\_\_\_) \_\_\_\_\_

3. Employer \_\_\_\_\_ Years Worked \_\_\_\_\_  
Immediate Supervisor \_\_\_\_\_ Telephone # (\_\_\_\_\_) \_\_\_\_\_

## TRANSCRIPTS

Attach your most recent high school, college, university or GED transcript, including grade point average. This *must* be submitted with your application.

## PERSONAL BACKGROUND

Please submit a typed one- or two-page, double-spaced statement giving a brief history of your background, achievements, activities, experiences, financial support and need (if you wish), interest in aspects of the lodging industry or of engineering, and any unusual circumstances or other information relevant to this application. Also, please state in detail your career goals. This statement *must* be submitted with your application. Note: This background statement needs to be more than a mere resume; it needs to tell us as much as possible about you as a person.

## REFERENCES

**You must include with the application an evaluation form or letter completed by your immediate supervisor and/or general manager.** You can also submit additional evaluation forms or letters from an employer, a college/university instructor, or a friend of at least five years (no relatives). All such references should include a phone number for the person providing the reference.

## FINANCIAL INFORMATION - OPTIONAL

Complete this section with anticipated dollar amounts, and explain your financial support and need as part of your personal background statement. Failure to complete this section will *not* disqualify scholarship applicant; *however*, if a situation arises in which two applicants are otherwise equally qualified, financial need is one criterion that may be considered in awarding a scholarship and, therefore, you should consider completing this section if you need financial assistance in attending/completing school.

## PERSONAL INTERVIEW

An interview, either in person or by phone, may be required of scholarship applicant.

## CERTIFICATION

I certify that all of the information in or attached to this application is true and complete to the best of my knowledge. I hereby acknowledge that any omission or misstatement is grounds for denial of application, revocation of a scholarship, or reimbursement of scholarship money received.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Application must be postmarked no later than **Friday, May 15, 2006** and sent to:

CH&LA Educational Foundation  
Scholarship Program  
414 Twenty-Ninth Street  
Sacramento, CA 95816-3211  
916-444-5780 • Fax: 916-444-5848

# FINANCIAL INFORMATION

FAILURE TO COMPLETE THIS SECTION **WILL NOT** DISQUALIFY THE APPLICANT

*Please estimate your income and living expenses for the 2006-2007 academic year. The following information should be realistic and factual as a demonstration of your ability to analyze your financial affairs.*

With whom do you reside?     Self     Parents     Relative     Other \_\_\_\_\_

Do you own an automobile?     Yes     No

<b>INCOME:</b>	<b>Current School Year</b>	<b>Estimated Next Year</b>	
Employment Earnings	\$ _____	\$ _____	
Money from Parents	\$ _____	\$ _____	
Money from Spouse	\$ _____	\$ _____	
Savings to be used	\$ _____	\$ _____	
State/Federal Aid	\$ _____	\$ _____	
Other (specify)	\$ _____	\$ _____	Total Income: \$ _____

<b>COLLEGE EXPENSES:</b>	<b>Current School Year</b>	<b>Estimated Next Year</b>	
Tuition	\$ _____	\$ _____	
Fees	\$ _____	\$ _____	
Food	\$ _____	\$ _____	
Rent	\$ _____	\$ _____	
Books	\$ _____	\$ _____	
Transportation	\$ _____	\$ _____	
Clothing	\$ _____	\$ _____	
Recreation	\$ _____	\$ _____	
Other	\$ _____	\$ _____	Total Expenses: \$ _____

***IF YOUR EXPENSES WILL EXCEED YOUR EXPECTED INCOME FOR NEXT YEAR, WHAT PLANS DO YOU HAVE FOR FINANCING THESE DIFFERENCES?***

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