

# IUOE Local 318 Scholarship Fund

2025

## Eligibility Statement

**Deadline:** All applications must be postmarked by **April 15, 2025**.

**Eligibility for Scholarships:** Dependent children of union members or staff members in good standing of the International Union of Operating Engineers Local 318 (including foster children, stepchildren, and any other child for whom the individual member provides greater than 50% of his or her support) can apply for an IUOE Local 318 Scholarship.

The individual must be accepted into an accredited college or university, community college or recognized technical or trade school as a **full-time student at the time the award is issued**. Graduate students are not eligible.

**Evaluation Criteria:** The scholarship program is open to students attending or planning to attend a college or university, a community college, or a technical college or trade school. Applicants for scholarships are evaluated according to academic ability, social awareness, financial need and appreciation of labor.

A panel of independent career professionals first reviews applications. Semi-finalists are chosen based on a point scale, and their applications are then provided to a committee of impartial judges for further review and selection of finalists and awards. Program judges include representatives from the local community appointed by the officials of Local 318.

**Scholarship Award Amounts:** The amount of the award varies. This scholarship is a one-time cash award sent to individual award winners' school of choice for undergraduate study beginning in the fall of the same year. The scholarship can only be used for payment of tuition, books and/or supplies associated with their education. The award will be paid to the scholarship winner's college with proof of full-time enrollment.

**IUOE Local 318 Scholarship Fund  
Letter of Recommendation Form  
2025**

**PLEASE RETURN THE COMPLETED FORM TO THE STUDENT FOR INCLUSION IN THEIR APPLICATION MATERIALS IN A SEALED ENVELOPE WITH YOUR SIGNATURE ACROSS THE SEAL ON THE BACK OF THE ENVELOPE.**

**To be completed by scholarship applicant.**

<b>Applicants Name</b>				
	(Last)	(First)	(Middle)	
<b>Address</b>				
	(Street or PO Box)	(City)	(State)	(Zip)
<b>Local 318 Member</b>	<b>Phone:</b>			

**To be completed by reference.**

Please rate the applicant on the following characteristics:

	Excellent	Above Average	Average	Below Average	Poor	Unknown
Commitment to academic program						
Dependability						
Motivation						
Leadership						
Ability to get along with others						
Ethical and moral character						
Likelihood of academic success						

**Please explain why this individual is deserving of a scholarship:**

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**Reference's Name:** \_\_\_\_\_

**Title/Occupation:** \_\_\_\_\_

**Relationship to Applicant:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# IUOE Local 318 Scholarship Fund 2025 Application

Application Deadline: **Postmarked by April 15, 2025**

Applicant must fill out information. Read all instructions carefully before completing. Please type or print clearly.

\_\_\_\_\_  
**Name of Scholarship Applicant**

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
City State .

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Phone Number email address (print legibly)

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Male Female

## Union Affiliation

Who in your family is a Local 318 member? Check all that apply.

**Father's Name:** \_\_\_\_\_

IUOE Local #318 (Circle one) A B C E RA

Member Since: \_\_\_\_\_

**Mother's Name:** \_\_\_\_\_

IUOE Local #318 (Circle one) A B C E RA

Member Since: \_\_\_\_\_

**Union members' address:**

**Registration #:**

## Racial/Ethnic Information (Voluntary)

American Indian or Alaskan \_\_\_\_\_

Caucasian \_\_\_\_\_

Asian or Pacific Islander \_\_\_\_\_

Hispanic \_\_\_\_\_

Multi-Racial \_\_\_\_\_

African American \_\_\_\_\_

# Eligibility

- 1) Dependent children of Union Members or Office Staff (as defined under IRA regulations).
- 2) Local 318 union member must have one year of continuous good standing as of April 15, 2025 and are actively employed or seeking employment with IUOE Local 318.
- 3) Acceptance into an accredited college, university, community college, or technical or trade school as a full-time student at the time of the award. **Fourth year college and graduate students are not eligible.**
- 4) Awards must be used for the 2025-2026 school year.
- 5) Applications must be **postmarked** by **April 15, 2025** in order to be considered. Applicants wishing to receive confirmation of receipt of their application may send a self-addressed, **stamped postcard** along with the application.

Local 318 officials will **not** be able to advise applicants as to the status of their application. **Only SCHOLARSHIP RECIPIENTS will be notified no later than May 15, 2025 by email.**

***See eligibility letter for full details!***

## Award Criteria

Awards will be based on academic achievement and potential, character, leadership, social awareness, career goals and financial need. A GPA of 3.0 or higher is recommended. A committee of impartial judges will evaluate applications and select award winners.

**By June 2025, I will have completed:** (check one)

- High School
  - 1<sup>st</sup> Year College
  - 2<sup>nd</sup> Year College
  - 3<sup>rd</sup> Year College
- (4<sup>th</sup> year college not eligible)

**In the Fall of 2025, I plan to attend:** (check one)

- College or University
- Community or Junior College
- Trade or Technical School

Intended Major: \_\_\_\_\_

## Application Instructions

- 1) The applicant must fill out the application entirely; do not leave questions blank. If a question does not apply indicate so by putting “not applicable” or “N/A”. Please type or print clearly.
- 2) All requirements must be met and all information must be completed in order for the application to be considered. **Failure to follow instructions will disqualify your application.**
- 3) Enclose with your application **one letter of reference on the recommendation letter form sealed in a separate envelope** from a teacher or other adult (*non-family member*) who is familiar with your achievements and abilities. Instruct your reference to sign his/her name across the seal of the envelope. *Additional references should use this form as well.*  
**Applications without sealed letters of reference will not be considered. Do not send letters of reference separately.**
- 4) Please enclose a certified copy of your school transcripts to date.
- 5) Attach an essay between 300 and 500 words describing the union and the labor movement and how it has changed citizens’ lives in the fifties through present day. On a separate sheet of paper describe your career goals, aspirations and community service, and explain why you are a good choice for an IUOE Local 318 Scholarship Award. **Applications without essays will not be considered. Do not send essays separately.**
- 6) Union membership in good standing with Local 318 will be verified before applicant becomes eligible for scholarship. **Applicants that do not have Local 318 union membership or staff affiliation verification will not be considered for a scholarship.**
- 7) Review and complete the application checklist and sign the certification on the last page of this application.
- 8) Retain a copy of the completed application for your files.
- 9) Enclose all information in a brown envelope, sign across the seal and print Local 318 members name on bottom right side of the envelope.

## ***Educational Background***

Name of Institution: \_\_\_\_\_

Location of School (City/State): \_\_\_\_\_

Attendance Dates (Month/Year): \_\_\_\_\_

Major/Field - Degree/Diploma: \_\_\_\_\_

Grade Point Avg. (ex. 3.94/4.0\* or 4.1/5.0\*): \_\_\_\_\_

Class Rank/Class Size: \_\_\_\_\_

*\*Please verify if grade point average is based on a 4.0 or 5.0 scale as indicated.*

**SAT or ACT Scores\***

Check the box next to the test taken and enter your total score.

**SAT**, total score: \_\_\_\_\_; **ACT**, total score: \_\_\_\_\_

Tests not required for my school: \_\_\_\_\_

\*Scholarship recipients may be required to verify test scores prior to receipt of awards.

**Schools to which you have applied: Indicate if accepted:**

First Choice: \_\_\_\_\_  
Location: \_\_\_\_\_

Second Choice: \_\_\_\_\_  
Location: \_\_\_\_\_

Third Choice: \_\_\_\_\_  
Location: \_\_\_\_\_

**Anticipated graduation date:** \_\_\_\_\_

**Estimated Financial Need:**

List the total anticipated amount you will need for the year. Include the cost of tuition and expenses such as books, transportation and housing. \$ \_\_\_\_\_

List the financial programs, in which you will be participating or have applied for, such as partial scholarships provided by the school, an alumni association, government or other groups.

Source: \_\_\_\_\_ Minus \$ \_\_\_\_\_

Source: \_\_\_\_\_ Minus \$ \_\_\_\_\_

List funds you will receive from any other source, such as parental assistance, employment or gifts. Minus \$ \_\_\_\_\_

Calculate the new amount you will need by subtracting your funding (from financial aid and any other sources listed above) from your total amount needed. Net Amount Needed \$ \_\_\_\_\_

We understand that in some cases you cannot be sure of final amounts; therefore simply make your best estimate.

Please provide any additional information that you believe would be helpful to the Scholarship Committee in assessing your personal or financial need.

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**Letter of Reference:**

Please include at least one sealed recommendation letter from a teacher or other adult (*non-family member*) who is familiar with your achievements and abilities. Instruct your reference to sign his/her name across the seal of the envelope. **Applications without sealed letters of references will not be considered.**

**Essay:**

Essay between 300 and 500 words describing the union and the labor movement and how it has changed citizens' lives in the fifties through present day. On a separate sheet of paper describe your career goals, aspirations and community service and explain why you are a good choice for an IUOE Local 318 Scholarship Award. **Applications without essays will not be considered. Do not send essays separately.**

**Note: When your application is reviewed, the essay can account for up to half of your total score. The quality and relevance of your essay will be one of the top determining factors for earning this scholarship award.**

**Employment/Awards/Activities:**

Please provide information on any employment you have held. Attach additional sheets if needed.

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Please provide information on any special honors or awards you have received.

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Please provide information on extracurricular or outside activities (clubs, sports or volunteer work) in which you have participated.

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(Please type or print clearly)

## Local 318 Union Member or Staff Verification Form:

I, \_\_\_\_\_ verify that I am a member in good standing of Local 318 A B C E RA (circle one).

Member since: \_\_\_\_\_

\_\_\_\_\_  
Signature of Local 318 Member

\_\_\_\_\_  
Date

- When submitting your application, include your **sealed** letter of reference, your essay, certified school transcripts to date and your signed union verification form. **Applications without this information will not be considered.**
- If you wish to receive confirmation of receipt of your application, send a self-addressed, **stamped postcard** along with your application.
- The IUOE Local 318 Scholarship Fund **cannot** provide any information on the status of the applications. **Please do not call.**
- **Only scholarship recipients will be notified.** All scholarship recipients will be notified **no later than May 15, 2025 by email, and **MUST ATTEND** the Local 318 Annual Fish Fry celebration on June 7, 2025 at IUOE Local 318, 3310 Water Tower Road, Marion, IL 62959.**
- Please enclose a certified copy of your school transcripts.
- Applications **must** be signed by the applicant in order to be considered.



# CHECKLIST & CERTIFICATION

- **Complete all sections** of this application.
- **Letter of Reference:** At least one **sealed** recommendation letter using the recommendation form supplied by IUOE Local 318 Scholarship Fund. Instruct your reference to sign his/her name across the seal of the envelope. Additional references should use the recommendation form as well. **Send the recommendation form(s) with the application in order to be considered.**
- **Essay:** The essay must be sent with the application in order to be considered.
- **Local 318 membership verification form must be sent with the application in order to be considered.** Return receipt postcard (only if you want confirmation that your application was received).
- Print Local 318 members name on the bottom right side of the front of envelope.
- **Review and sign the application** on the certification page. Retain a copy of the completed application for your files.
- **Only scholarship recipients will be notified.** All scholarship recipients will be notified no later than **May 15, 2025**, and **MUST ATTEND** the Local 318 Annual Fish Fry celebration on **June 7, 2025** at IUOE Local 318, 3310 Water Tower Road, Marion, IL 62959.
- **IUOE Local 318 Scholarship must be written across the front of the envelope.**
- Enclose a certified copy of your school transcripts.
- **Application must be signed in order to be considered** for scholarship award.
- Review the application instructions on page 5 and make sure you have followed all directions!!!

Use this checklist to complete your application. All materials must be submitted with this application. **Materials sent separately will not be considered. Your application will not be considered if it is incomplete.**

## ***Send Application to:***

IUOE Local 318 Scholarship Fund  
3310 Water Tower Road  
Marion, IL 62959

## ***Certification***

I, the undersigned, certify that all of the information I have included in and with my application is true. I understand that if I am selected for an award, I may be required to submit further proof of my union membership or my relationship to a union member and my acceptance to or enrollment in an accredited college, community college, university or recognized trade school. Further, I understand that official verification will be required of my attained grades and test scores. I agree that if I am selected for an award, my name, photograph, and/or essay may be used for publicity purposes with no additional compensation by the IUOE Local 318 Scholarship Fund. In addition, I certify that I have read, understand and agree to the information above.

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**Applicants Signature**

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**Date**