



LOUISIANA RESTAURANT ASSOCIATION EDUCATION FOUNDATION 2015 SCHOLARSHIP APPLICATION

SCHOLARSHIP DETAILS

The purpose of the Louisiana Restaurant Association Education Foundation (LRAEF) scholarship program is to support the continuing education of individuals pursuing a career in the culinary and/or hospitality industry. Scholarship awards are merit-based and may vary based on available funds. The LRAEF reserves the right to make exceptions based on circumstance. Checks will be issued directly to the educational institution after confirmation of student's full-time enrollment is received. Funds may be used for tuition, books, fees, room and board.

2015 scholarships will be awarded from the funds listed below. Applicants will be considered for each eligible fund. It is not necessary for applicants to indicate their scholarship preference.

- **Jim Funk Scholarship:** Awarded to the top scholarship applicant for the 2015 cycle.
- **LRAEF/NRAEF ProStart Scholarship:** Awarded exclusively to students who achieve the ProStart Certificate of Achievement.
- **LRAEF Culinary & Hospitality Leadership Scholarship:** Awarded to Louisiana students who intend to pursue a career in the restaurant, foodservice, tourism, or hospitality industry.
- **LRA CENLA Chapter Scholarship:** Presented by the LRA CENLA Chapter, this scholarship is awarded to qualified applicants from the Chapter's eleven (11) parish area- Avoyelles, Beauregard, Catahoula, Concordia, Grant, LaSalle, Natchitoches, Rapides, Sabine, Vernon, and Winn parishes.
- **Louisiana Seafood Scholarship:** Established through a generous gift from the Louisiana Seafood Promotion & Marketing Board, this scholarship is awarded to qualified applicants who show an interest in cultivating, protecting, and promoting Louisiana seafood.

ELIGIBILITY CRITERIA

Applicants must be currently enrolled or accepted in a bachelor and/or associate degree seeking program in order to pursue a career in the restaurant, foodservice, tourism, or hospitality industry. Courses of study can include but are not limited to culinary, hospitality & tourism, business or management programs. Funds cannot go to certificate programs. Applicants chosen as scholarship recipients must be classified as full-time students in order for any funds to be disbursed to the educational institution. (Full-time: enrolled in at least 12 hours or the equivalent.)

It is mandatory that scholarship recipients must be present at the Louisiana Restaurant Association annual awards banquet on Saturday, August 8, 2015 to receive their scholarship award. More details (time, place,) will be provided to recipients as they become available. Recipients may also be required to be present at other events related to the scholarship awards.

APPLICANTS MUST SUBMIT THE FOLLOWING:

- **Completed Application** (pages 2-5)
- **Three (3) Letters of Recommendation & Character Reference Forms** (*No relatives*)
Character Reference Forms should be attached to Letters of Recommendation and completed by the *same three people*. If currently employed or enrolled in school, Current Employer's Recommendation and/or Instructor's Recommendation Form should be used *in place of* Character Reference Form where applicable.
- **Current Official Transcript** (originals only; no copies or unofficial documents will be accepted)
- **Copy of ProStart® Certification** (If applicable)
- **Essay** (500 word minimum, 1000 word maximum; typed double spaced)

Applications must be postmarked by **Friday, May 1, 2015**. *Do not staple or bind your application in any way.*



SCHOLARSHIP APPLICATION

1. PERSONAL INFORMATION

All scholarship correspondence will be mailed. Please provide the address and phone number where you can be contacted. Please type or print clearly.

Last Name _____ First Name _____ MI _____

Permanent Address _____

City _____ State _____ Zip _____ Parish _____

Phone Number (Home) (_____) _____ (Cell) (_____) _____

Email Address _____

Date of Birth: ____ / ____ / ____ Gender: Female ___ Male ___

Louisiana Resident? Yes No US Citizen: Yes No

Ethnicity: Caucasian African-American Asian-American Native American

Hispanic Other Not available

(This information is for demographic purposes only and will not be considered in scholarship determinations.)

For all applicants under the age of 18 at time of application:

Parent or Legal Guardian Name _____

Mailing Address: _____

Phone Number (Home) (_____) _____ (Cell) (_____) _____

How did you learn about this scholarship?

Teacher/Professor/School Internet Mailing Employer Other _____

2. SCHOLARSHIP/PROSTART[®] INFORMATION

Must be completed by all applicants:

I am a ProStart[®] student/graduate: Yes No

If yes, have or will you receive the ProStart[®] Certificate of Achievement (COA)? _____

Have you participated in the Louisiana Restaurant Association ProStart[®] Student Competition? Yes No

If yes, how many times and what year(s)? _____

Have you applied for a scholarship through the National Restaurant Association Educational Foundation (NRAEF)?

Yes No

If yes, were you awarded the scholarship? Yes No

Have you been awarded or are you being considered for any other scholarships at this time?

Yes No

If yes, which scholarship(s)? _____

3. SCHOOL INFORMATION

Reminder: You must include an official transcript with your application from current school only. It is optional to include transcripts from schools previously attended.

A. Secondary Information

High School Name _____

Address _____

City _____ State _____ Zip _____

Parish _____ Phone Number (____) _____

Graduation Date _____ Current GPA _____ Cumulative GPA _____

B. Post-Secondary Information

School Name _____

Address of Financial Aid Office _____

City _____ State _____ Zip _____

Financial Aid Office Phone Number (____) _____

Student ID or Enrollment Verification Number _____

Required date of funding at the institution _____

Expected Graduation Date _____

Major _____

Next term I will be a: Freshman Sophomore Junior Senior

at a: 2-yr College 4-yr College

I plan to pursue/receive a: Associate's Bachelor's

4. ACADEMIC HONORS & ACHIEVEMENTS

Include only those activities and honors received during the past two years. Please provide documentation with proof of these activities.

Academic Honors: _____

Offices or Leadership Positions Held (date, organization, position): _____

Community Service: _____

Extracurricular Activities or Awards: _____



5. HOSPITALITY INDUSTRY WORK EXPERIENCE

List paid and voluntary hospitality industry work experience. Include ONLY hospitality-related work experience, listing the most recent experience first.

Company Name: _____

Manager/Contact: _____

City _____ State _____

Telephone: _____ (i.e. 123-456-7890) Email: _____

Type of Business _____

Position _____

Date(s) Employed _____

Avg. Hours Worked per Month _____ Total Number of Hours _____

Company Name: _____

Manager/Contact: _____

City _____ State _____

Telephone: _____ (i.e. 123-456-7890) Email: _____

Type of Business _____

Position _____

Date(s) Employed _____

Avg. Hours Worked per Month _____ Total Number of Hours _____

Company Name: _____

Manager/Contact: _____

City _____ State _____

Telephone: _____ (i.e. 123-456-7890) Email: _____

Type of Business _____

Position _____

Date(s) Employed _____

Avg. Hours Worked per Month _____ Total Number of Hours _____

Total Hospitality Industry Hours Worked: _____

If currently employed, please have employer submit the "Current Employer's Recommendation Form".

6. ESSAY

Please submit an essay explaining the following: your reason(s) for applying for a scholarship and why you feel you should receive one, the type of career in the foodservice or hospitality industry you plan to pursue, academic strengths and weaknesses and your future goals. Your response should be at least 500 words & no more than 1,000 words, double-spaced.

7. CHARACTER REFERENCES

Please identify the three people who completed the character reference forms and wrote letters of recommendation on your behalf. Reference examples: teacher, current employer, mentor, role model, etc. *No relatives.*

Name _____ Title _____

Name _____ Title _____

Name _____ Title _____

Please read prior to signing.

I hereby certify that the information in this application is true and accurate to the best of my knowledge. I agree to report to the Louisiana Restaurant Association Education Foundation any changes which could affect consideration of my application. I understand that failure to provide valid and complete information could result in the withdrawal of financial assistance and recall any and all awards previously made by the Louisiana Restaurant Association Education Foundation (LRAEF). Furthermore, I understand that the decisions made by the LRAEF Scholarship Committee are final.

Signature of Applicant _____ Date _____

Signature of Parent or Guardian _____ Date _____

(Only if applicant is under 18 years of age)

Applications must be postmarked or emailed no later than Friday April 10, 2015 to qualify. Applications that are faxed and/or incomplete will not be accepted. If you have any questions, please contact Jennifer Jeansonne at (504) 636-6691 or jjeansonne@lra.org.

Submit application via mail to:

Louisiana Restaurant Association Education Foundation
Attn: Scholarship Program
2700 N. Arnoult Rd.
Metairie, LA 70002

Submit application via email to:

Louisiana Restaurant Association Education Foundation
Attn: Scholarship Program
jjeansonne@lra.org

(If submitting electronically, original Official Transcript must be sent in hard copy form via mail.)

FINAL CHECKLIST

- _____ **Completed application** (pages 2-5)
- _____ **Three letters of recommendation** (*No relatives*)
- _____ **Three completed Character Reference Forms** (character reference forms should be attached to letters of recommendation and completed by the *same three people*) (Current Employer's Recommendation and/or Instructor's Recommendation Form should be used in place of Character Reference Form where applicable)
- _____ **Current official transcript** (originals only; no copies or unofficial documents will be accepted)
- _____ **Copy of ProStart® Certification** (If applicable)
- _____ **Essay** (500 word minimum, 1000 word maximum; typed double spaced)

CHARACTER REFERENCE FORM
(Should be attached to Letter of Recommendation)

_____ has applied to the Louisiana Restaurant Association Education Foundation for a scholarship. The Scholarship Committee has requested that you complete this Character Reference Form.

Please rank the applicant in each of the following areas:

Excellent (5)	Good (4)	Average (3)	Poor (2)	N/A (1)	
_____					Motivation
_____					Industry Interest
_____					Work Record
_____					Balance of Activities
_____					Communication Skills
_____					Leadership
_____					Initiative
_____					Character
_____					Maturity
_____					Personality
_____					Professional Demeanor

How long have you known the applicant?

Are you related in any way? (Relatives are **NOT** permitted) _____

Signature: _____

Name (Print): _____ Date: _____

Address: _____

City _____ State _____ Zip _____

Phone Number (_____) _____

A letter of recommendation is required to accompany this Character Reference Form. Please do not staple the letter to this form. Please provide any information that you feel will help the Scholarship Committee in their decision in your letter. In your own words, please submit one paragraph highlighting this person's eligibility for this scholarship. This form and the letter of recommendation must accompany the entire application packet in order for the applicant to qualify for a scholarship. Thank you for your assistance.

CURRENT EMPLOYER RECOMMENDATION FORM

(Should be attached to Letter of Recommendation)

In order for your employee to be eligible, please complete all questions. Your responses will be kept confidential.

I, _____ recommend _____ for a Louisiana Restaurant Association Education Foundation Scholarship. I understand that the student has immediate plans to pursue or is currently enrolled in a post-secondary foodservice program.

Your Name: _____ Date: _____

Restaurant's Name: _____

Restaurant's Address: _____

City _____ State _____ Zip _____

Telephone: _____ (i.e. 123-456-7890) Email: _____

LRA Chapter: _____

I. EMPLOYMENT HISTORY OF YOUR EMPLOYEE

List the last three positions held by this employee in your establishment. Show start and end dates for each position, and rate the overall job performance in each case.

Ratings:	Exceptional (5)	Above Average (4)	Average (3)	Below Average (2)	Poor (1)
	From Mo/Yr	To Mo/Yr	Position		Rating
	_____	_____	_____		_____
	_____	_____	_____		_____
	_____	_____	_____		_____

II. CHARACTER OF EMPLOYMENT

Please rank the applicant in each of the following areas:

Exceptional (5)	Above Average (4)	Average (3)	Below Average (2)	Poor (1)
_____			_____	
	Organization		Leadership	
_____			_____	
	Initiative and Motivation		Responsibility/Dependability	
_____			_____	
	Resourcefulness and Creativity		Capacity for learning	
_____			_____	
	Quality of Work		Career commitment	

III. PERSONAL/PROFESSIONAL RECOMMENDATION (5 points)

How would you rate this student's professionalism, attendance, and punctuality? Please comment.

IV. SPECIFIC ACHIEVEMENTS

On the job, the best employees accomplish more, create more, learn more, teach more, and are recognized more than others. What has this person done for you that causes you to make this recommendation for a scholarship?



INSTRUCTOR RECOMMENDATION FORM
(Should be attached to Letter of Recommendation)

Dear Instructor: (foodservice instructor preferred)

In order for your student to be eligible for a scholarship, please complete all questions. Your responses will be kept confidential.

I, _____, recommend _____
for a Louisiana Restaurant Association Education Foundation Scholarship. I understand that the student has immediate plans to pursue or is currently enrolled in a post secondary foodservice program or is enrolled as an apprentice.

Your Name: _____ Date: _____

School Name: _____

School Address: _____

City _____ State _____ Zip _____

Telephone: _____ (i.e. 123-456-7890) Email: _____

Course(s) taught to this student: _____

LRA Chapter: _____

I. CHARACTER OF STUDENT

Please indicate in the space below how you feel about this student's character. How is the quality of his/her work? How is he/she as a team worker? Is he/she loyal and dependable? Does he/she show maturity in his/her work?

II. SPECIFIC ACHIEVEMENTS

In school, the best students accomplish more, create more, learn more, teach more, and are recognized more than others. What has this person done for you that causes you to make this recommendation for a scholarship?

III. PROFESSIONALISM/ATTENDANCE/PUNCTUALITY RATING

How would you rate this student's professionalism, attendance, and punctuality? Please comment.

