

# THE PRO-TEC ACADEMIC SCHOLARSHIP PROGRAM

**Rewarding scholarship, leadership and service.**

PRO-TEC Coating Company has established a scholarship to be awarded to an academically outstanding senior, who's parent or legal guardian is employed full time as a PRO-TEC associate, in the amount of \$5,000 per year for four years while they are in college provided they maintain good academic standing.

The applicant must:

- Be a graduating high school senior.
- Be accepted to a 4-year college to begin in the fall after graduation.
- Complete the PRO-TEC scholarship application, **including a 5-page essay** and 2 short answer questions.
- Submit a transcript with the first 3.5 years of high school credits.
- Complete the activity checklists with an advisor's or supervisor's signature

The decision of the judges is final. Alternates will be named in case the primary choice fails to utilize the award within the first ninety calendar days of the college academic year. If the primary choice fails to attend college on a regular basis by this deadline, the alternate becomes eligible to utilize the award.

## **Deadline:**

**April 15th**

The completed application must be submitted to:  
**Melissa Basinger by e-mail, mail or drop off to:**

**Putnam County Educational Service Center  
124 Putnam Parkway  
Ottawa, Ohio 45875**

[Melissa.basinger@putnamcountyesc.org](mailto:Melissa.basinger@putnamcountyesc.org)

**419 523-5951 ext. 3046**

This scholarship recipient will be contacted by the PRO-TEC Manager of Human Resources by the end of May.

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Application Deadline: April 15th

**A.** Student's Name \_\_\_\_\_

Student's Mobile Number \_\_\_\_\_

Student's e-mail address \_\_\_\_\_

Birth Date \_\_\_\_\_

Parents' Names \_\_\_\_\_

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

High School Attended \_\_\_\_\_

**B.** College Choice:

1st \_\_\_\_\_

2nd \_\_\_\_\_

Course of Studies:

Major \_\_\_\_\_

Minor \_\_\_\_\_

Other awards:

Scholarships awarded \_\_\_\_\_

Grants awarded \_\_\_\_\_

**C.** Scholarship achievements:

Grade Point Average \_\_\_\_\_

ACT composite \_\_\_\_\_

Class rank \_\_\_\_\_

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**D.** Attach a 5-page essay (12 font, double spaced) on ***'Qualities that Make Exceptional Leaders: How Do I Compare?'*** Include leadership skills you have developed through the activities/projects/groups you have participated in.

**E.** How would the PRO-TEC Scholarship award help you to continue to be Leader?

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**F.** Indicate your professional goals and why you have selected them.

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I attest that the information provided in this application is accurate.

Students Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

## **Pro-Tec Academic Scholarship Award**

**Effective Date: 05/01/2023**

**Revision date: 9/1/23**

### **Purpose:**

#### **Program Description**

The PRO-TEC Academic Scholarship Award was established in 2023 to celebrate PRO-TEC's 30 Year Anniversary to continue its commitment to higher education. This award will identify and provide aid to an academically outstanding high school senior each year, who's parent or legal guardian is employed full time as a PRO-TEC Coating Company associate, who demonstrates leadership and service, so they might pursue a degree at an accredited four-year college or university of their choice.

#### **Scholarship Award**

PRO-TEC Academic Scholars are awarded up to \$5,000 per year for four years while they are in college provided they maintain good academic standing. The scholarship is restricted to payment of actual costs of Scholar's tuition, room and/or board and may not be used for books, fees or incidental expenses.

### **Responsibility:**

#### **Selection**

The PRO-TEC Human Resources Department will manage and administer this award. As part of the process, The Putnam Educational Foundation (PEF) will collect the applications and oversee a Foundation Selection Committee who will coordinate the selection process to select the annual scholarship recipient. The scholarship will be awarded on the basis of academic performance, demonstrated leadership and community service as outlined in the approved criteria from PRO-TEC.

#### **Responsibilities of the Scholar**

To retain the scholarship, the PRO-TEC Scholar must maintain good academic standing, as defined on the application, while in college and provide an official transcript at the conclusion of each academic year prior to scholarship award being released.

### **Eligibility:**

Any graduating senior, who's parent or legal guardian is employed full time as a PRO-TEC Coating Company associate is eligible for the PRO-TEC Academic Scholarship Award. There is no qualification of race, creed, gender or field of study. Leipsic High School Seniors may apply to both the Arthur E. Grills PRO-TEC Scholarship and the PRO-TEC Academic Scholarship, but are only permitted to be awarded 1 of the \$20,000 scholarships. Candidate must have a GPA of at least a 2.75 or greater.

## Pro-Tec Academic Scholarship Award

**Effective Date: 05/01/2023**

**Revision date: 9/1/23**

### **Procedures:**

#### **A. Senior Year of High School**

**February** The PEF Representative contacts PRO-TEC, Human Resources Manager to verify there are no changes. PRO-TEC notifies full time associates of the scholarship opportunity and provides information on how to apply. The PEF Representative then notifies local school Guidance Counselors that the application is available and supplies copies of the application to interested students as requested.

**March/April** The Foundation Selection Committee reviews the qualified applications and selects a winner based on the approved criteria. The PRO-TEC Manager, Human Resources is notified of the Scholar selection and sent a confidential copy of the application which is shared with PRO-TEC Executive Leadership prior to Award Ceremony.

**May** The student is notified of the award and is presented the scholarship either at the PEF Awards Ceremony or their High School Awards Banquet. PRO-TEC, by letter, formally offers the selected student the Scholarship award. Enclosed with the letter is a PRO-TEC Scholar data form.

To accept the award, the student signs the PRO-TEC Scholar's letter and returns it to PRO-TEC together with the completed data form.

PRO-TEC also sends a letter to the Scholar with a PRO-TEC Scholar update form to be completed as necessary.

PRO-TEC sends notification of the scholarship to the Scholar's college of choice. Copies of the letter are sent to the Scholar and school coordinator. PRO-TEC Human Resources Department updates scholar's record as necessary.

**July** PRO-TEC sends a check to the college with a transmittal letter. A copy goes to the Scholar.

#### **B. Preceding Sophomore, Junior and Senior Years**

**April** PRO-TEC sends an e-mail to the PRO-TEC Scholar. The Scholar is requested to:

1. Complete the form and return it to PRO-TEC for Record's update.
2. Provide PRO-TEC Human Resources Department with a grade's transcript at the end of the semester/academic year.

**July** A check is sent to the college with a transmittal letter from PRO-TEC. A copy goes to the Scholar.

## Activity Summary School & Community Service

<b>Clubs/Class</b>	Grades Participated 9, 10, 11, 12	President	Vice President	Secretary	Treasurer	Other Position
Art Club						
Class Officer						
FBLA						
FCCLA						
FFA						
Newspaper Staff						
NHS						
Quiz Team						
Science Club						
Spanish Club						
Student Council						
Yearbook						

<b>Sports</b>	Grades Participated 9, 10, 11, 12	County	District	State	Other
Baseball					
Basketball					
Cheerleader					
Cross Country					
Flag Corp					
Football					
Golf					
Softball					
Soccer					
Tennis					
Track					
Volleyball					
Wrestling					

## Activity Summary School & Community Service

<b>Musical Arts</b>	Grades Participated 9, 10, 11, 12	Honors/Recognition
Marching Band		
Concert Band		
Pep Band		
Jazz Band		
Honors Band		
Choir		
Show Choir		
Honors Choir		
Musical/Play		

<b>Clubs</b>	Grades Participated 9, 10, 11, 12	President	Vice President	Secretary	Treasurer	Other Position
4-H						
Junior Fair Board						
Junior Leadership						
Scouts						

<b>Church</b>	Grades Participated 9, 10, 11, 12	Description
Campus Life		
Choir		
Hearthstone		
Youth Group		
Mass Server		

## Activity Summary School & Community Service

Other School & Community Service Activities		
	Grades Participated 9, 10, 11, 12	Description/Honors/Recognition
Office/Teacher Aide		
Peer Tutoring		
Mentor		
JEDI Youth		

I verify that the above information is true to the best of my knowledge.

Signature of Student Applicant \_\_\_\_\_ Date \_\_\_\_\_

School Counselor's Signature \_\_\_\_\_ Date \_\_\_\_\_