



Red Deer  
Construction  
Association

# RDCA SCHOLARSHIP PROGRAM

Application Deadline: August 25, 2021

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

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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 25<sup>th</sup>, 2021. (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 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:

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## 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](mailto:info@rdca.ca)  
Phone: 403-346-4846  
Fax: 403-343-3280

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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 25<sup>th</sup>, 2021 at 4:00pm