

2016-2017
SCHOLARSHIP APPLICATION FORM
FULL TIME EMPLOYEES OF MEMBER COMPANIES



®

Tag and Label Manufacturers Institute, Inc.

www.tlmi.com

INTRODUCTION

ABOUT TLMI

The Tag and Label Manufacturers Institute, Inc. is a non-profit trade association representing more than 350 tag and label converters/suppliers around the world.

Dedicated to improving the environment and increasing awareness of the tag and label industry, TLMI holds technical seminars and forums throughout the year to educate its members and improve product quality and production efficiency.

TLMI provides scholarships to qualified full-time employees of member companies to encourage them to build their skills and deepen their commitment to the tag and label industry. The purpose of these grants is to provide opportunities to employees of member companies to advance their education and earn a degree from degree granting colleges or universities. The applicant must be a full time employee.

TLMI offers scholarships, annually, to qualified students for their studies with the understanding that the applicants will remain in the industry with their current employer.

Scholarship selection is based on academic achievement, character, a demonstrated interest in the industry, a statement of goals, a personal interview and letter from the applicant's employer verifying the applicant's employment status and commitment to the industry.

Once accepted, the applicant will submit to TLMI his or her course schedule by semester with the cost of those programs. TLMI will submit payment to the institution for that portion not being paid by the employer but not to exceed \$5000.00 per academic year. TLMI will provide one graduate degree grant per academic year. The value of the grant will be equal to the funds provided by the TLMI member employer and will not exceed \$5000.00 per academic year as well.

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GUIDELINES

ELIGIBILITY

The applicant must be a full-time employee of a TLMI member company. The applicant must be attending an accredited college or university either part-time or full-time.

The applicant must be able to demonstrate interest in remaining in the tag and label industry. Major course work should include those courses which are appropriate for the tag and label manufacturing industry. Such courses might include:

- Management
- Sales/Marketing
- Graphic Arts
- Graphic Design
- Production

The applicant must exhibit proficiency in overall academics (a minimum of 3.00 GPA). Upon the applicant's request, the college or university shall send the official transcript of grades and courses to the TLMI office. The applicant shall possess excellent character, including work ethic, honesty and integrity.

Relatives of TLMI board members, corporate owners, and CEOs are ineligible.

ADDITIONAL SCHOLARSHIP INFORMATION

All information is kept confidential. Selections will be made by the Scholarship Committee, comprised of TLMI members, and their decision will be final.

Recipients will be informed directly by TLMI staff.

The college or university financial aid office will receive the recipient's scholarship check. This award shall be applied to the college expenses for tuition for those classes taken each semester.

The recipient shall reapply for the award by sending the TLMI office a detailed personal statement in March of each year. An official transcript of grades and courses shall be sent by the college to the TLMI office.

GUIDELINES

APPLICATION REQUIREMENTS

1. The application must be complete and typed or printed neatly.
2. The applicant must provide a one page, typed, personal statement which includes:
 - Personal information including any special circumstances, interests and activities
 - Financial circumstances including financial aid received and educational budget
 - Career and/or educational goals and how they might relate to the tag and label industry
 - Employment experience
 - Reasons the applicant should be selected for this award
 - Contact information for scheduling a personal interview (email, phone, fax, mail)
3. Provide and attach samples or documentation that demonstrate interest in the tag and label industry. (Example: Graphic arts or labels applicant has designed and or printed.)
4. A recommendation is to be completed by the applicant's current employer, who must be a TLMI member. The recommendations may accompany the completed application or be sent under separate cover.
5. An official college transcript is required for the work completed. It must be sent by the college to the TLMI office. The applicant must be enrolled at a degree granting program of an accredited college or university. A 3.00 GPA average or above is required.
6. Qualified applicants will be asked to attend a personal interview which will take place at a site mutually agreed upon by the applicant and the TLMI Scholarship Committee.
7. The applicant should keep copies of all pages of the application, support materials, personal statement, etc.
8. The completed application and required documents must be received by March 31, 2016.

APPLICATION FORM

Qualified Full-Time Employee of Member Company Scholarship Program

- Part I -

Full Name		Last 4 digits of Social Security #	
Permanent address			
City, State ZIP			
Phone Number		Email	
College or University			
Financial Aid Office address			
City, State ZIP			
Phone Number		Email	
High School		Graduation date	
Other colleges attended			
Name		Date	
Name		Date	

Name of your employer: _____

Please describe your position:

APPLICATION FORM

Qualified Full-Time Employee of Member Company Scholarship Program

- Part II -

EDUCATION PLANS

Describe your course of study as it might relate to a career in the tag and label manufacturing industry:

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Provide and attach samples or documentation that indicate your interest in the tag and label industry. (Example: Graphic arts or labels applicant has designed and or printed.)

TLMI AGREEMENT

The recipient agrees to provide TLMI with an official copy of their transcript following each semester as well as a brief statement detailing the impact this award has had on their college year and the accomplishments of the semester.

The recipient understands that the award, if offered, may be withdrawn should the student become ineligible due to marginal academic performance (below 3.00 GPA), not be enrolled as a student, or the recipient is no longer working for a TLMI member company.

Signed:		Date:	
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✓	REQUIRED DOCUMENTS CHECKLIST	CONTACT INFORMATION
<input type="checkbox"/>	Application (Part I & II)	TLMI Scholarship Committee
<input type="checkbox"/>	Personal Statement	One Blackburn Center
<input type="checkbox"/>	College Transcripts (Sent directly from college)	Gloucester, MA 01930
<input type="checkbox"/>	Employer Reference (Enclose with application or send directly to TLMI)	978.282.1400 phone 978.282.3238 fax
<input type="checkbox"/>	Samples / Documentation	office@tlmi.com

**All required documents must be submitted by March 31, 2016.
Incomplete and/or late applications will not be considered.**

PERSONAL STATEMENT

On a separate sheet, type a statement including information you would like the TLMI Scholarship Committee to consider in evaluating your application. This statement is used as one of the major selection criteria and should include:

- Personal information including any special circumstances, interests and activities
- Financial circumstances including financial aid received and educational budget
- Career and/or educational goals and how they might relate to the tag and label industry
- Your current employment experience
- Reasons you should be selected for this award
- How to contact you in order to schedule a personal interview (email, phone, fax, mail)

To be completed by the President or CEO of your current employer who must be a TLMI member.
Applicant should print & sign form then give it to your employer for completion.

TLMI SCHOLARSHIP

Qualified Full-Time Employee of Member Company Scholarship Program Employer Reference Form

Recommendation for: _____

I hereby request and authorize the completion and submission of this recommendation form to the TLMI Scholarship Committee.

Applicant's signature: _____ Date: _____

How long has this candidate been employed by your firm? _____

Please describe any significant contributions you are aware of that the applicant has made to his / her church, community, classroom or place of employment that will attest to his / her integrity, work ethic, leadership skills, sense of responsibility, etc. (Attach a separate sheet as needed.)

Please explain your overall reason for supporting the candidate's application for the TLMI Scholarship. (Attach a separate sheet as needed.)

Does your firm offer scholarship assistance? Yes _____ No _____

Is the applicant receiving funds? Yes _____ No _____ Amount: \$ _____

Name: _____ Title: _____

Signature: _____ Date: _____

Due by March 31, 2016. Return completed form to the applicant or mail to:

TLMI Scholarship Committee | One Blackburn Center | Gloucester, MA 01930