



## JIM CLICK AUTOMOTIVE TEAM SCHOLARSHIP PROGRAM APPLICATION INFORMATION

The Jim Click Automotive Team (JCAT) and Pima Community College Foundation welcome your application for an Automotive Scholarship and employment opportunity – due February 28, 2014.

### SCHOLARSHIP/EMPLOYMENT AWARDS

- Receive funding to cover tuition, registration fees, lab fees, textbooks and course materials for the Pima Community College (PCC) Automotive Technology program.
- Scholarship benefits will be disbursed in semester increments.
- Starter tool set will be provided for use and become your property once the Automotive Certificate is achieved within the first 2 years.

### ELIGIBILITY

- Be enrolled in an Automotive Technology program in a Pima County area high school.
- Be a high school senior with expected graduation date no later than June 2014. Applicant will be required to be 18 years of age by date of high school graduation due to current insurance requirements \*\*.
- Applicant must meet the hiring standards of the JCAT and undergo a pre-hire process. Applicants will be required to pass a pre-employment drug screen, possess a valid driver's license with a good driving record, and meet the job requirements of a technician as determined by a physical examination. **All pre-hire processes are administered, arranged and paid for by JCAT.**
- Intend to pursue a professional career in the automotive industry as an automotive technician.
- Successfully complete a series of assessment evaluations at the PCC testing site. Testing must be completed by **March 31, 2014**. There is no charge for Assessment Tests and they may be taken at any PCC campus Assessment/Testing Center on a walk-in basis. For information on locations and hours, please see the PCC website at [www.pima.edu](http://www.pima.edu).

### SELECTION

- Applicants will be judged on the basis of information provided, official high school transcripts and attendance records, a letter of recommendation, and assessment evaluations.
- All applicants selected as finalists will be subjected to a personal interview by the JCAT/PCC Foundation scholarship committee. This committee will select the scholarship recipients and all decisions are final.
- A certain number of applicants will be placed on a runner-up list until initial candidates have passed all pre-employment stages.

\*\* Applicants who will turn 18 within 90 days after their graduation date could be awarded a scholarship and would first be required to participate in the PCC Internship program until reaching this minimum age level.



## Jim Click Automotive Team Scholarship Program Application Checklist

- Completed Student Application Form
- One letter of recommendation from a person such as a current or former teacher or high school counselor, local automotive or truck dealer, religious leader, or employer (please see Recommendation Form for guidelines).
- Automotive Instructor Evaluation Form, completed by your automotive instructor and ***mailed separately.***
- Your current high school transcript. You may send additional transcripts as they become available and they will be added to your file.
- Your high school attendance record indicating days absent from school in the past year.

The above Student Application materials must be postmarked no later than **February 28, 2014**. All documents should be mailed to:

Pima Community College Foundation  
Jim Click Scholarship Program  
4905C E. Broadway Blvd.  
Tucson, AZ 85709-1320

Incomplete applications will not be considered. Be sure to keep copies for your records!

Applicants who are selected to move forward in the Scholarship Process will also need to complete the Pima Community College admissions process by **March 31, 2014**, which includes:

- A completed PCC Application for Admissions
- Assessment tests in Reading, Writing and Math

Questions concerning this process can be directed to the PCC Foundation at (520) 206-4646.



## Jim Click Automotive Team Scholarship Program Student Application Form

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Permanent Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City, State, ZIP: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Date of Graduation: \_\_\_\_\_  
High School: \_\_\_\_\_ HS Phone: \_\_\_\_\_  
Automotive Instructor: \_\_\_\_\_  
Name of Parent or Guardian: \_\_\_\_\_

1. List automotive related activities in which you have participated (such as Auto Tech/Auto Collision Youth Apprenticeship, Automotive Youth Education Systems (AYES), SkillsUSA, Technical College Skills Competitions, AADA High School Automotive Tech Contest, Ford AAA, etc.):

---

---

---

2. List other activities in which you have participated (i.e., sports, music, community projects, etc.):

---

---

---

3. List committees on which you serve (d), offices held or other leadership positions you have had:

---

---

---

4. List honors and/or awards you have received (i.e., National Honor Society, Eagle Scout, etc.):

---

---

---

5. What do you feel are your academic strengths and weaknesses?

---

---

---

6. Discuss your educational and career goals related to the automotive industry:

---

---

---

---

---

7. Explain how you expect to be successful in the automotive industry:

---

---

---

---

---

8. Tell us why you feel you deserve this scholarship and how it will help you achieve your goals:

---

---

---

---

---

9. Are you currently working in the automotive industry?  Yes  No

If yes, where? \_\_\_\_\_

The Road to Hire:

The Jim Click Automotive Team reviews several categories when considering your application for employment. You will be required to sign release authorization forms in order for our company to gain information from public records regarding your motor vehicle history/driving records, worker's compensation and criminal background check to the extent permitted by law. These reports will include information about your character, personal characteristics, previous work habits and general reputation. You will be required to pass a pre-employment drug screen, possess a valid driver's license with a good driving record, and meet the job requirements of a technician as determined by a physical examination. **All pre-hire processes are administered, arranged and paid for by JCAT.**

To the best of my knowledge, I have provided JCAT/PCC Foundation full information concerning all questions on the application. I agree to release to JCAT/PCC Foundation all documentation/information, including assessment evaluations, transcripts and attendance information, which could affect consideration of my application. I understand that failure to provide true and complete information could mean ineligibility for the scholarship and/or withdrawal of scholarship monies.

Applicant Name (please print): \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature (if under 18): \_\_\_\_\_ Date: \_\_\_\_\_



## Jim Click Automotive Team Scholarship Program Letter of Recommendation Form & Guidelines

Applicant's Name: \_\_\_\_\_

***Applicant:*** Give this sheet to the person you want to write your letter of recommendation for you. Remember to give the person writing your letter at least 2 weeks advance notice. Letters of recommendation cannot be from friends or family members. You may include your recommendation letter with your application OR have your recommender mail it separately – **please be sure your recommendation arrives on time.**

***Reference:*** The above named student has asked you to write a letter of recommendation for the Jim Click Automotive Team Scholarship at Pima Community College. Please use these guidelines to write an effective letter for the scholarship selection committee:

- Address letter to the Jim Click Automotive Team Scholarship Committee
- Use letterhead when possible
- Typed letters are always preferred
- Sign your letter and include your contact information
- Indicate how well and in what capacities you know the applicant
- Include your estimate of character traits such as abilities, creativeness, integrity, motivation, etc. and potential for achieving success in the automotive industry
- Please describe briefly any unusual attributes which would be of help in making a fair judgment about the applicant
- Please include this sheet with your letter of recommendation

Your letter of recommendation will be part of the committee's evaluation process and will contribute to the decision on whether or not the student should receive a scholarship. Please take the time to address the applicant thoroughly.

For questions or additional information, please contact the PCC Foundation at (520) 206-4646.

### Thank you!

Please return this form and your letter of recommendation to the applicant  
OR

Mail this form and your letter of recommendation to the following address:

Pima Community College Foundation  
Jim Click Scholarship Program  
4905C E. Broadway Blvd.  
Tucson, AZ 85709-1320

Forms and letters must be postmarked no later than **February 28, 2014.**



## Jim Click Automotive Team Scholarship Program Automotive Instructor Evaluation Form

To be completed by high school automotive instructor and mailed separate from the student's application form.

Name of scholarship applicant: \_\_\_\_\_

Please rate this applicant with respect to the following:

	Low	Average			High	Comments
Intellectual ability	1	2	3	4	5	_____
Responsibility/Dependability	1	2	3	4	5	_____
Academic/Professional Potential	1	2	3	4	5	_____
Leadership	1	2	3	4	5	_____
Ability to work with others	1	2	3	4	5	_____
Motivation/Initiative	1	2	3	4	5	_____
Communication skills	1	2	3	4	5	_____

What are the applicant's strongest characteristics and abilities? \_\_\_\_\_

\_\_\_\_\_

What factors do you think we should particularly consider in our evaluation of this applicant? \_\_\_\_\_

\_\_\_\_\_

Additional comments necessary for evaluation of this applicant: \_\_\_\_\_

\_\_\_\_\_

Length of time you have known the applicant: \_\_\_\_\_ In what capacity? \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

High School: \_\_\_\_\_ Phone: \_\_\_\_\_

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

### Thank you!

Please return this form to the following address:

Pima Community College Foundation  
Jim Click Scholarship Program  
4905C E. Broadway Blvd.  
Tucson, AZ 85709-1320

Forms must be postmarked no later than **February 28, 2014.**