



OIC Training Academy

SCHOLARSHIP PROGRAM

OIC Training Academy is currently accepting applications for its 2012 scholarship program. OIC a private nonprofit community-based career training facility that provides educational opportunities, specialized training, and job placement assistance . OIC Training Academy exists to “help people help themselves” by providing them with quality opportunities to develop the professional skills and attributes necessary to advance personally and professionally This year each awardee will receive a **full tuition scholarship** for the program of their choice, a value of up to \$11,000. One awardee will be selected from each of the qualifying high schools.

QUALIFICATIONS

1. Be a senior student enrolled at any of the following high schools: Fairmont Senior High School, East Fairmont High School or North Marion High School.
2. Demonstrate a desire and intent to gain employment in his/her chosen career field
3. Ability to pass the TABE test, a requirement for program admission
4. Be willing to enroll in selected training program no later than October 2012

NECESSARY DOCUMENTS

1. Scholarship Application Form
2. High school transcript
4. One (1) letter of recommendation, mailed directly to OIC Training Academy at the address below

DEADLINE AND SUBMISSION

All required documents including transcripts and letter of recommendation must be submitted no later than March 1, 2012. Applications may be turned in to high school guidance counselor or mailed directly to OIC Training Academy at the address below. All applications submitted by mail must be postmarked on or before the March 1, 2012 deadline. Those applicants selected for further consideration will be notified by May 1, 2012. If you have any questions, please e-mail us at oiFmt@oicwv.org

**OIC Training Academy
120 Jackson Street
Fairmont, WV 26554**



SCHOLARSHIP APPLICATION FORM

(Please Print)

Personal Information

Name of Applicant: _____

Mailing Address: _____

Home Phone: _____ Cell Phone: _____

Date of Birth: _____ Email Address: _____

High School: _____

Extracurricular Activities

Please list all activities and organizations in which you participate. These may be school or community based activities.

Please circle the training program of your choice:

Medical Assistant

Dental Assistant

Pharmacy Technician

Youth Service Worker

Medical Coding Associate



Scholarship Letter of Recommendation

Please fill out the top portion and have the individual writing your recommendation fill out the bottom portion and attach this completed form to their letter.

Section I. To be completed by the applicant

Student Name

High School

Under the Family Educational Rights and Privacy Act of 1974, students who are admitted and who matriculate into the program to which they apply are given the right to inspect their records, including their letters of recommendation, unless they have waived their right to review. You have the option of (1) signing the following waiver or (2) declining to do so.

I expressly waive any rights I might have to access this letter of recommendation under the Family Educational Rights and Privacy Act of 1974.

Signature: _____ Date: _____

I do not agree to the waiver above.

Signature: _____ Date: _____

Section II. To be completed by the recommender

The student who has requested a recommendation from you is applying for full tuition scholarship to attend OIC Training Academy. This potential scholarship candidate is requesting that you provide use with a recommendation on their behalf. Include with your letter the extent of your contact with the applicant and the opportunities you have had to observe them. Consider the following suggested points when writing your letter:

- The applicant's potential for success
- Aspects of the applicant's personality and character significant to potentially being selected as a scholarship recipient
- The applicant's academic achievements, special skills or experiences

Recommender's Signature: _____ Date: _____

Recommender's Name (Printed): _____ Title: _____

**Please mail to: OIC Training Academy
120 Jackson Street
Fairmont, WV 26554**

Deadline: March 1, 2012