



**North Carolina Home Builders
Educational & Charitable Foundation, Inc.**

***General Information for Sending
Recommendations, Transcripts & Nominations***

If you are writing a recommendation for a student*, please explain how long you have known the student and comment on his or her intellect, leadership, work ethic, creativity or any other information you believe would be valuable to the evaluation committee. Return your letter no later than April 30, 2025.

If you are submitting a transcript for a student, please be sure it includes grade point average, class rank and number in class. Send the transcript so that we receive it no later than April 30, 2025.

If you are nominating a student, please fill out the nomination form and send it in so that we receive it no later than April 30, 2025. If you are nominating another NCHBA member's relation, please identify the relevant NCHBA member number for that nominee's family.

***April 30, 2025: Deadline to receive application in NCHBA office.
NCHBA - P. O. Box 99090 - Raleigh, NC 27624 - (919) 676-9090
or by email to tgarrett@nchba.org***

The following guidelines will apply in accepting applications for the NCHBA Educational & Charitable Foundation, Inc. scholarships:

Eligibility*: Scholarships will be awarded to students nominated by members of NCHBA. Four year college students entering their junior or senior year, or two year technical school students entering their second year, who have declared their major in a residential construction related field may be nominated. Nominees DO NOT have to be related to an NCHBA member but a member must sign off on their application before it is submitted. Immediate family members of any current trustee of the NCHB Educational & Charitable Foundation, Inc. shall not be eligible. Student must be taking a minimum of 12 credit hours per semester to be eligible.

Length of Time: Initial scholarships will be for one year. Scholarship winners will be eligible for consideration for renewal if they maintain satisfactory progress in their studies. but they must reapply. Scholarships will be awarded for a maximum of 4 semesters for college or university students and 2 semesters for technical school students.

Criteria: Scholarships will be based on a combination of need and merit as determined by the Board of Trustees. **First preference will go to students attending college or technical school in North Carolina.** Scholarship applications will include information on grades, achievements and financial need.

Scholarship Number & Amount: The number of scholarships and the amount of each scholarship will be determined by the Board of Trustees based on the availability of funds. Scholarships will be used for tuition, academic fees and books only. Remaining funds will be returned to the NCHBEFCF

Timetable: Scholarship applications will be accepted beginning in January each year and the Board of Trustees will meet in the spring to select the scholarship recipients. The scholarship winners will be announced each year no later than July for the upcoming Fall term.

***Workforce Development Regional Scholarships do not need a recommendation from an NCHBA Member.**



**North Carolina Home Builders
Educational & Charitable Foundation, Inc.**

Applicant Information Sheet

To apply for the scholarship, you need to submit:

1. Completed application form including copy of income tax return to verify income.
2. Three letters of recommendation. These letters should not be from family members. Please provide those writing your recommendations with the enclosed general information sheet and a stamped envelope. Be sure to allow enough time for your letters of recommendation to be written and sent.
3. Transcript from college or other post secondary institution. Be sure to allow several weeks for your transcripts to be sent.
4. Nomination form from sponsoring NCHBA member. Please provide the person nominating you with the enclosed nomination form, general information sheet and a stamped envelope.

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North Carolina Home Builders
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Scholarship Nomination Form

-- Please Type --

Date: _____

Name of student you are nominating: _____

First Name: _____ Last Name: _____

Position: _____

Company: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Home Telephone: _____ Work: _____

E-mail: _____

NCHBA Member Name: _____

Relationship to student: _____

Member Number: _____ Number of years in the industry: _____

Local HBA: _____ Local Number: _____

I am nominating this student for the NCHBA Educational & Charitable Foundation
Scholarship because:



North Carolina Home Builders
Educational & Charitable Foundation, Inc.
Scholarship Application Form

-- Please Type --

First Name: _____ Middle: _____ Last: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone (area code, number): (_____) _____

Email: _____ Male Female

Date of Birth (month, date, year): ____/____/____

Father's Name (first, middle, last) _____

Address (if different from above): _____

City: _____ State: _____ Zip: _____

Telephone (area code, number): (_____) _____

Mother's Name (first, middle, last) _____

Address (if different from above): _____

City: _____ State: _____ Zip: _____

Telephone (area code, number): (_____) _____

Secondary Education

High School: _____

Dates attended: (from) _____ (to) _____

Address: _____

City: _____ State: _____ Zip: _____

Program of Study: _____ Graduation Date: _____

Post Secondary Education (college, university, technical school, etc.):

Dates attended: (from) _____ (to) _____

Address: _____

City: _____ State: _____ Zip: _____

Program of Study: _____ Graduation Date: _____ Degree: _____

To be eligible for a scholarship you must be a full-time student. NCHBA defines a full-time student as a person taking no less than 12 credit hours per semester. Please indicate your credit hours here:

Proposed Number of Credit Hours to be taken in the Fall 2024: _____

Proposed Number of Credit Hours to be taken in the Spring 2025: _____

Are you considered a Junior or Senior at your College or University: _____

School, Community and Professional Activities

List organizations to which you have belonged, the dates and any offices held. Include organized sports.

<u>Organization:</u>	<u>Member/Officer:</u>	<u>Dates (from - to):</u>

Hobbies and Special Interests:

Honors and Awards:

Which one activity has been the most meaningful to you and why?

To be eligible for this scholarship your major must be declared in a residential construction related field. What is your declared major?

Describe how you plan to pursue your construction related course of study and tell why you have chosen that field:

Work Experience:

List any jobs you have held, dates of employment, hours worked, position, company and duties.

Dates (from - to): _____

Hours worked per week: (school year) _____ (summer) _____

Company: _____ Position: _____

Duties: _____

Dates (from - to): _____

Hours worked per week: (school year) _____ (summer) _____

Company: _____ Position: _____

Duties: _____

Dates (from - to): _____

Hours worked per week: (school year) _____ (summer) _____

Company: _____ Position: _____

Duties: _____

List additional positions on a separate sheet of paper

Financial Need

Income:

Attach a copy of your tax return and your parents' most recent income tax return to verify income.

Total household income: \$ _____ Number in family: _____

Number of dependents: _____ Ages of dependents: _____

List your plans for financing your education (savings, employment, loans, other scholarships, etc.)

Are there any unusual circumstances that affect your financial need?

Anticipated annual expenses:

School Year: _____ Tuition/Fees: \$ _____ Room/Board: \$ _____ TOTAL: \$ _____

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Check here if you are interested in applying for the North Carolina Professional Women in Building Scholarship.

This scholarship applies to female candidates only who are pursuing a degree in a construction related field. You must meet the same requirements as outlined in the NCHBECF Scholarship guidelines. One scholarship of \$500 will be presented each year.

Check here if you are interested in applying for Caleb's Endowment Scholarship.

This scholarship applies to "learning challenged" candidates only who are pursuing a degree in a residential construction related field. You must meet the same requirements as outlined in the NCHBECF Scholarship guidelines. One scholarship of \$500 will be presented each year.

Check here if you are interested in applying for Sean Sullivan Tradesperson Scholarship.

*For students attending a community college or trade school and in his/her second year and majoring in one of the trades supporting the residential construction industry. *Student does not need to be a blood relation to NCHBA member but must be nominated by a current NCHBA member. One scholarship of \$500 will be presented each year.*

Check here if you are interested in applying for the James Michael Carpenter NCSU Scholarship.

*This scholarship is for the full-time rising Junior or Senior student majoring in a construction related field at NC State University with firm intentions of having a career in residential construction. *Student does not need to be a blood relation to NCHBA member but must be nominated by a current NCHBA member. One scholarship of up to \$10,000 will be presented each year, based on need, merit and likely prospects of students having a residential construction career.*



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Renewal Application Information Sheet

(This form is not for the Workforce Development Regional Scholarship)

To re-apply for the scholarship, you need to submit:

1. Completed renewal form.
2. Transcript from Spring & Fall 2024. Be sure to allow several weeks for your transcript to be sent.
3. Submit one letter of recommendation from a current instructor.

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Renewal Application

--Please Type --

First Name: _____ Last Name: _____

College Address: _____

City: _____ State: _____ Zip: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Telephone (Cell): _____ Home: _____

Email Address: _____

Spring/Fall 2024 Grade Point Average: ____/____ Major: _____

Number Credit Hours: Spring 2025 _____

Proposed Number of Credit Hours to be taken in the Fall 2025: _____

How many semesters do you anticipate it will take to complete your degree? _____

2023-24 Activities, Honors and Awards:

2023-24 Work Experience:

Financial Need 2025-26: Attach a copy of your 2024 income tax return – if supported by parents attach a copy of their income tax return.

Annual Tuition & Fees: \$ _____ Annual Room & Board: \$ _____ Total: \$ _____

Loans for financing education (savings, employment, loans, other scholarships, etc.):

Were there any changes in your situation in 2023-24 that affect your financial need?

-----Office Use Only-----

Date Transcript Received: _____

NCHBECF Amount Awarded: 2022: _____ 2023: _____ 2024: _____