



CALIFORNIA-HAWAII ELKS ASSOCIATION (C.H.E.A.)

www.chea-elks.org/youth-activities/scholarship

VOCATIONAL GRANT APPLICATION, 2025

Grants range from \$500 to \$1,000, with a two-year \$2,000 maximum.

APPLICATION CHECKLIST

- ___ The application completed signed and dated by Benevolent Protective Order of Elks Lodge Scholarship Chair, the Exalted Ruler, or the Lodge Secretary.
- ___ Statement from applicant – A signed and dated letter from the applicant of not more than 350 words, summarizing the activities and accomplishments which the applicant thinks qualify him or her for a grant. This letter must include the needs and objectives of the student and outline career goals and course plans.
- ___ Transcript of grades or work record for the past 2 years. (Armed Forces, Vocational Aptitude test scores may also be included). If you have been out of school or work for more than 2 years, write a statement explaining the circumstances and attach it to this application.
- ___ A letter from the school you have selected to attend, attesting that the vocational course of study is available and that you are qualified to enter on the dates you have chosen.
- ___ Pamphlet or letter from the school showing details of the course of study you want to take. You may add other information to this application that may be helpful.

CALIFORNIA-HAWAII ELKS ASSOCIATION

Vocational Grant Program 2025

WHO MAY APPLY: Any prospective student residing within the California-Hawaii Elks Association (CHEA) jurisdiction who plans to pursue an eligible vocational/technical course may apply. Persons enrolling in a 4-year course leading to a Bachelor's degree are NOT eligible. All applicants must be citizens of the United States of America on the date the application is filed.

WHAT PROGRAMS ARE ELIGIBLE? An eligible program shall be defined as a two-year or less vocational/technical program, culminating in an associate degree, diploma, certificate, or other evidence of completion. This grant may not be used for

courses at or below the high school level. If work-related certification or recertification is required, the job must require a high school diploma or equivalent, and the school must be in the United States and have received accreditation within the industry, or by either the U.S. Federal Department of Education or the Council of Higher Education Accreditation.

WHERE TO FILE: This application must be filed with the Lodge Scholarship Chair, Exalted Ruler, or Lodge Secretary of the Elks Lodge having jurisdiction in the area where the student has legal residence. To find the Elks Lodge in your area, go to www.elks.org and use the "Lodge Locator" and your legal residence zip code. Only one application may be filed. Students eligible for the optional Second Year Award must submit a second verification of enrollment form the second year.

HOW DOES THIS GRANT WORK? The grants range from \$500 to \$2,000. Each grant is for one year, with an option to renew for one more year. The sum of both years could be up to \$2,000. After the CHEA Scholarship Committee approves, the Fresno office of the California-Hawaii Elks Association (CHEA) makes payments to the school. Payments are conditional upon the student's enrollment in the vocational/technical course in the school, as shown on the application. Payments cannot be made directly to the student. Upon the Elk's receipt of the "Verification of Enrollment" form completed by the proper school officials, a California Hawaii Elks Association check will be forwarded to the school to establish a credit for the student for that school year. Payments may not be used to cover charges incurred before grant approval. Unexpended credit is subject to withdrawal if the student's conduct contradicts the principles of law and order and morality supported by the Order of Elks. The grant may also be withdrawn if the course of study changes. Students cannot receive more than one Elks Association scholarship/grant in any fiscal year (April 1st - March 31st).

The grant may be used for tuition, fees, room and board (if living on campus), books, and supplies. It may be used only for the usual and required costs of a student's planned courses. It may not be used for general living expenses such as apartment rent, mortgage payments, car, or childcare costs.

WHEN TO APPLY: Submit your completed application to your local Elks Lodge before your course begins and the school requires payment. The application must be submitted within one month of receiving or downloading the application because the California Hawaii Elks reserves all rights to change the program.

GENERAL INFORMATION: Typewritten applications and statements are preferred over handwritten submissions. On budget, round off to the nearest dollar. Applications and all supporting documents must be written in English or translated into English. Use additional sheets if needed. After completing the applicant's portion of the application, you are recommended to make a copy for your records. Electronic applications cannot be processed at this time. The neatness and completeness of the application can be used to evaluate the application. All applications become the property of the California-Hawaii Elks Association and will not be returned.

The CHEA Vocational Grant Committee will notify applicants via US Mail within 60 days of receiving the application from the local Elks Lodge to the CHEA office. Applications can be turned in to local Elks Lodges year-round; however, the CHEA-Vocational Grant Committee meets to review applications from March to December. Expect longer than 60 days response times during January and February. The grant program may end during any year when funding is exhausted or for other unforeseen reasons. Generally, applications will be reviewed by the grant committee monthly on the first day of each month. You may request expedited service, but it cannot be guaranteed.

DO NOT INCUR EXPENSES BEFORE RECEIVING WRITTEN APPROVAL FROM THE CHEA VOCATIONAL GRANT COMMITTEE.

Questions may be directed to the Scholarship Chair of the Elks Lodge nearest where you live or to the CHEA Vocational Grant Committee at cheavoeform@gmail.com

California-Hawaii Elks Association
5450 E. Lamona Avenue
Fresno, CA 93727-2224
(559) 255-4531

VOCATIONAL GRANT PROGRAM APPLICATION, 2025

This must be submitted to your local Elks Lodge before the start date of the first course.

Please answer every question to avoid a delay in processing your application.

Name of applicant _____

Street Address _____ Phone _____

City _____ State _____, Zip _____ Email address _____

Date of Birth _____ Social Security Number will be required if approved.

Are you an American Citizen*? Yes or No (Resident Alien status does NOT qualify; applicant must be a citizen on the date this application is signed.) * Evidence of citizenship may be required if approved.

College or Vocational School planning to attend _____

Address _____ City _____ State _____ Zip _____

First year - Date course will begin and date course will end _____ Month/Day/Year

Second year - Date course will begin and date course will end _____ Month/Day/Year

Vocational Goal (Give name of course of study) _____

After completing this coursework, I will receive a Certificate, Diploma, or Degree. (circle one or more)

Is this a 2-year course? Yes, No If no, how long is the course? _____

Do you plan to work in your chosen vocation upon completion? Yes or No. If no, please explain your career goal

Students, please complete pages 1 – top and 2 – all before giving this form to the Elks Lodge nearest your home address. Someone at the local Elks Lodge will then complete the Lodge Instructions.

LODGE INSTRUCTIONS

The Scholarship Chair, Exalted Ruler, or Secretary of the Elks Lodge in the jurisdiction where the applicant resides must review the application and, if all criteria are met, then approve and endorse. Applicants must use this official California-Hawaii Elks Association form. If the application is approved, evidence of U.S. Citizenship may be required. Lodges endorse up to 12 applications maximum per CHEA fiscal year (April 1 - March 31).

Lodge Name: _____ Number _____ State, _____

This application, with attached exhibits, has been reviewed and conforms to the rules and regulations set forth by the California-Hawaii Elks Association Scholarship Committee.

Date _____ Email address _____

Printed name and title _____ title _____

After reviewing and endorsing the application, please promptly mail it to;

CALIFORNIA-HAWAII ELKS ASSOCIATION, 5450 E. LAMONA AVENUE, FRESNO, CA 93727-2224

Name of High School Attended or now attending _____

Address _____

Year Graduated _____ Grade Point Average (GPA) _____

I did not and will not graduate from high school. Yes or No

I have received my G.E.D. Yes or No

Have you attended other Vocational/Technical Schools/Colleges or other Schools, beyond the high school level? Yes or no? If yes, School Name _____ City _____
_____ Dates _____ Degree/Certificate _____.

What type of work do you plan to do after completing your course?

This grant can cover the items in A, B, and C below. *If the grant is approved, funds will be paid to your school and cannot be paid to the student.*

A. Tuition and Fees (entire school year)	\$ _____
B. Books and Supplies	\$ _____
C. Room and Board (if living on campus)	\$ _____
D. Total of above - Add lines A, B & C.....	\$ _____

How are you planning to pay for your schooling?

E. Parent or Guardian Contribution.....	\$ _____
F. Student's Contribution	\$ _____
G. Planned work/employment	\$ _____
H. Other Scholarships, Grants, or Loans (List name & amounts):.....	\$ _____
I. Total of above - add lines E, F, G & H.....	\$ _____

Amount needed to balance the school budget for one year. SUBTRACT line I from line D
..... \$ _____

This supplemental grant is not intended to cover the full cost of your education. It is the student's responsibility also to seek assistance from other sources and to demonstrate that the amount not covered by this grant can be obtained through personal/parental contribution or other sources of help. More financial information may be required before approval of the application.

I certify that the statements contained in this application are factual.

Date _____

Signature of Applicant _____