

Caribbean Hotel Association Education Foundation Scholarship Application

MISSION STATEMENT

"To foster a world-class force of Caribbean professionals in hospitality by providing development opportunities through scholarships, grants, and career awareness."

Guidelines:

- Please type or print clearly.
- Make sure you complete this application fully, with all the information requested.
- Do not submit original certificates or awards.
- Include a current photo of yourself.
- Submit references / recommendations.
- Make sure you give full contact details including an email address.
- Incomplete application forms without proper and full contact details will be disqualified.



CARIBBEAN
HOTEL
ASSOCIATION
EDUCATION FOUNDATION

2008

Please indicate with a tick (✓) in the box below, which type of scholarship you wish to apply for (select only one).

Academic Scholarship - In hotel and/or restaurant management / culinary arts/ sustainable tourism / event management.

Please tick the appropriate box for full or part time study.

Full time study

Part-time study

Scholarship for Professional Development - For industry employees.

Available only to employees of CHA member hotels with a minimum of 2 years' working experience. Programs/courses must be hotel/ tourism related.

(a) Industry employee

(b) Co-funded scholarships for Hospitality Management

Grants to Teachers - For teachers in hotel / hospitality Industry.

Available only to employees of hospitality schools with a minimum of 2 years' full time teacher experience. Confirmation of employment must be included with this application.

Further education grants

Industry work experience

Name of applicant _____ complete on each page.

Please continue on reverse side of this sheet or attach an additional page if required.

Scholarship Application

APPLICANT INFORMATION:

Name: _____

Mailing Address: _____

Tel: _____ Mobile: _____

Email: _____ Fax: _____

Where were you born? _____

School (If applicable):

Name: _____

Address: _____

Tel: _____ Fax: _____

Student Advisor: _____ Email: _____

Education / Studies - From secondary education onward, begin with most recent

Name of school	Dates (from - to)	Courses taken	Level of achievement

Name of applicant _____ complete on each page.

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Work Experience - Begin with most recent

Name of employer and country	Dates (from – to)	Job title

Professional and / or relevant memberships / awards or accomplishments - Begin with most recent

Name of applicant _____ complete on each page.

Scholarship Application

SCHOLARSHIP INFORMATION

Program / Course / Degree you wish to Pursue (must be hotel/ tourism related).

Name of the Institution you wish to attend (Preference will be given to affiliated institutions listed on this application form).

Have you researched the following? Please attach supporting documentation (tuition cost letter / schedule from your selection institution, etc.)

- Cost / co-funding / student loans etc.
- Dates / availability
- Agreement from employer to grant leave of absence (if applicable).

Estimate cost of program/courses: US\$ _____

Amount of sponsorship requested: US\$ _____

Dates of course(s) (MM/YY): _____

Duration of course(s): _____

Are you currently enrolled: No Yes Year: _____

If no, have you been **accepted** on the course of your choice? Yes No

Name of applicant _____ *complete on each page.*

Scholarship Application

Specific course description, degree or diploma awarded on completion of course and other relative information:

Please complete the section related to the scholarship you are applying for:

Academic Scholarship (If applicable):

Name of employer: _____

Address: _____

Tel: _____ Fax: _____

Immediate supervisor: _____ Email: _____

Scholarship for Professional Development - Employed by:

Name of hotel: _____

Address: _____

Tel: _____ Fax: _____

Immediate supervisor: _____ Email: _____

Grants to Teachers

Name of hospitality school (employed by): _____

What is your present job position? _____

Address: _____

Tel: _____ Fax: _____

Immediate supervisor: _____ Email: _____

Is the course specific to your present job? Yes No

Name of applicant _____ *complete on each page.*

Scholarship Application

DOCUMENTATION

Financial need

Provide us with a **brief explanation of your past, present, and future financial circumstances**, with special reference to the benefits of a scholarship.

Scholarship request essay

Submit a minimum **300-word essay** explaining how the granting of this scholarship will enrich your work experience and enhance your career opportunities.

References

Supply with this form **THREE references to support your application**. It is desirable to have:

- One reference from your current employer or supervisor
- One should be from a hotel guest, which could be in the form of a "thank you" letter
- One from one of your peers

CERTIFICATION

I hereby acknowledge that the information submitted herein is true, correct, and complete. I also certify that I am in need of financial assistance to continue my professional development. I hereby state that the proceeds of any scholarship received will be used for payment of tuition fees unless otherwise agreed upon. **I have personally completed this application form:**

Applicant's name (print): _____

Signature: _____ Date: _____

Statement of Endorsement

I, the undersigned, completely support and endorse this applicant.

Employer's name: _____

Signed: _____ Date: _____

Owner / General Manager Other: _____

National Hotel Association: (see listing at the end of this form)

We support this application and, if for professional development scholarship, confirm their establishment is a CHA member.

Association's name: _____

Executive's name: _____

Signed: _____ Date: _____

For Hospitality Teachers Grants only

Hospitality School Executive: _____

Position: _____

Signed: _____ Date: _____

Name of applicant _____ *complete on each page.*

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Please use this as a checklist and include it with your application:

	Application submitted on time. Received at CHA on or prior to March 15, 2008.
	Photo included.
	Type of scholarship and type of course indicated.
	Institution selected is listed by CHAEF.
	Course is hotel specific.
	Course has been researched and details included in application – including tuition fees note or schedule. <i>Please note we do not fund travel, accommodation, equipment or book costs except for Industry Experience applicants.</i>
	Three (3) references / recommendations submitted.
	Biography statement relative to financial need submitted.
	A written 300-word essay on the benefits of the scholarship to you, your nation and the region.
	Answered and submitted all segments of application forms.
	Signed the application.
	Endorsed by the National Hotel Association.
	Endorsed by the Executive of the Hospitality College/University.
	Confirmation of employment from Hospitality College/University (for teachers).
	Your name on each sheet in the space provided.
	If Professional Development application, copy of your establishments CHA Membership Certificate.

Submission Information:

Application must be received in the Caribbean Hotel Association no later than **March 15, 2008.**

CHA Education Foundation

c/o Caribbean Hotel Association
 1000 Ponce de Leon Ave. 5th Floor
 San Juan, PR 00907

For questions or additional information please contact us at:

Tel: 787-725-9139
 Fax: 787-725-9108
 Email: info@caribbeanhotelfoundation.org
 Webpage: www.caribbeanhotelfoundation.org

Name of applicant _____ *complete on each page.*



Scholarship Application

List of Affiliated Institutions

Barbados Community College, Hospitality Campus
Bethune Cookman College, Florida (Business Studies)
Cornell University
Colegio EPI - Hospitality and Tourism Unit, Aruba
Florida International University (FIU), School of Hospitality
Johnson & Wales University, Miami Campus
Johnson & Wales University, Charlotte Campus
L'Ecole Hôtelière de Lausanne - Summer courses in English
Hotel School The Hague, Holland
International School of Tourism & Hospitality Management, San Juan, Puerto Rico (Universidad del Este)
Miami Dade Community College (Hospitality Related Courses)
Pontificia Universidad Católica Madre y Maestra, Dom. Republic
Runaway Bay Heart Hotel & Training Institute, Jamaica
Trinidad & Tobago Hospitality Institute
University of St. Maarten

Non Affiliated

(we will consider these Institutions)
Bahamas Hotel Training College
Cornell University, New York
Culinary Institute of America – Hyde Park, New York
H. Lavity Stoutt Community College, Tortola, BVI
New England Culinary Institute
University of Puerto Rico, Hospitality Campus (Carolina)
University of the West Indies Hospitality Campus - Nassau, Cave Hill, Mona and St Augustine
University of the West Indies (summer courses, as offered)

Links to the websites of the above Hospitality Institutions are available at:

www.caribbeanhotelfoundation.org

CHAEF gives preference to courses that involve 'face-time' with tutors and other students above 100% distance learning internet courses.

Name of applicant _____ *complete on each page.*

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List of National Hotel Associations

ANGUILLA HOTEL & TOURISM ASSOCIATION

T: 264-497-2944, F: 264-497-3091

Email: ahta@anguillanet.com

W: www.ahta.ai

ANTIGUA HOTELS & TOURIST ASSOCIATION

T: 268-462-0374/3763, F: 268-462-3702

Email:

Name of applicant _____ complete on each page.