

**2019 CIWEA Bernard L. Hyink**

**Student Scholarship**

Showcase YOUR outstanding students’ and YOUR campus’s experiential learning programs by encouraging and sponsoring essay submissions!

**INFORMATION FOR CIWEA MEMBERS**

The California Internship & Work Experience Association (CIWEA) will select two students to receive a $1,000 scholarship each. Students apply through a CIWEA member on their campus or internship/work site by submitting an essay that describes how their academic internship, co-op, or work experience has influenced their career choice. After a review process, the selected students will receive their scholarship in April 2019.

**Scholarship Details:**

* One $1000 scholarship will be awarded to a student from a 4-year university and one $1000 scholarship will be awarded to a student from a 2-year college in California. A certificate of achievement will be awarded to the second place winner in each category.

**Student Eligibility:**

* Open to all undergraduate and graduate students attending 2-year and 4-year institutions in California.
* Any major may apply.
* Completed Internship, Work Experience or Co-op during **winter, spring, summer or fall of 2018** while a student on your campus (must be a verifiable academic experience and **completed** by December 31, 2018).
* Previous award recipients are not eligible.
* Student applications (essays) must be submitted through a CIWEA member at the student’s college.

**Requirements/Instructions for Student Essays:**

1. Double-spaced, 12-point font essay of no more than 750 words which must reflect college-level writing.
2. Essay topic answers the question: ***How has my internship/work experience influenced my career choice?*** (The essay title may also be student’s own).
3. Must include a cover page with the essay title, student name, college or university name, and the total number of words in the essay. **Any essay submitted without the appropriate formatting and cover page will be disqualified.**
4. Essays, including the cover page, should be saved with a file name that contains the student’s first and last name, college name, and 2 or 4 year school. Example: (Jane.Doe.CSULB.4)
5. Students should submit their essays by email to the staff or faculty contact who is a CIWEA member by the date specified by that person.
6. The campus contact person will review, select and forward final essays to the CIWEA Scholarship Director (see below for details).
7. The CIWEA Scholarship Committee will score submitted essays using the following 25-point rubric:
	1. Clear and well-written (5 points)
	2. Level of analysis/reflection (5 points)
	3. Writing to topic (5 points)
	4. Creativity (5 points)
	5. Career impact (5 points)

**Steps for Selecting Your Student Applicants:**

1. Confirm your 2018 CIWEA membership! **All student essay submissions must be certified by a CIWEA member.** Join or renew if necessary. Membership Information and forms are on the CIWEA website: [www.ciwea.org](http://www.ciwea.org).
2. Establish your Due Date for your students to submit their essays to you.
* Give yourself enough time to make your selections, verify that the students **completed** **their internships/work experience by December 31, 2018**, and forward your final submissions with the accompanying certification form(s) to the CIWEA Scholarship Director (see below) no later than **Friday, January 25, 2019**. *Please do not send incomplete or non-proofread essays*.
1. Be familiar and comply with **all** student eligibility and essay requirements/instructions (see below).
2. Promote the 2019 CIWEA Bernard L. Hyink Student Scholarship on your campus or within your company. Feel free to cut and paste information from this document into email messages, onto flyers or whatever method you choose to promote the scholarship to students and to other faculty/staff.
3. After your campus application deadline, review your students’ essay submissions and select those you wish to forward to CIWEA for consideration.
4. You may submit a maximum of **10** **(ten)** student essays from your campus or company.
5. Student essay submissions must be certified by a CIWEA member at the student’s college campus or internship site.
6. Complete the **2019 CIWEA Bernard L. Hyink Student Scholarship Applicant Certification Form** that must accompany your student essay submissions. (If more than 3 students use multiple forms).
7. Submit your selected essays and Certification Form(s) via email to the CIWEA Scholarship Director, **Julie Collier:** **Scholarships@ciwea.org**, and remember to include your contact information in the email.

**Questions?**

* For more information about CIWEA, the Bernard L. Hyink Student Scholarship, or to read previous winning essays, visit [www.ciwea.org](http://www.ciwea.org)
* Contact **Julie Collier, CIWEA Scholarship Director: (916)608-6552 or** **CollieJ@flc.losrios.edu**

**CIWEA Hyink Student Scholarship Deadline:**

**Student Eligibility**

**Friday, January 25, 2019**