

C-CAP COMPETITION APPLICATION

APPLICATION REQUIREMENTS

- 1) 2007-2008 COMPETITION APPLICATION FORM
- 2) FOUR (4) SCHOOL RESEARCH SHEETS
- 3) PERSONAL ESSAY
- 4) HIGH SCHOOL TRANSCRIPT
- 5) TWO (2) LETTERS OF RECOMMENDATION
(template provided)
- 6) COMPLETE FAFSA APPLICATION; copy of FAFSA application and parental contract must be completed by the competition application deadline.

APPLICANTS MUST

- Mail or deliver **TWO** copies of the application and all supporting documents to the local coordinator by the designated due date.
- Retain at least one copy of the full application package for his/her records.
- Ensure that all applications and documents are legible.
- Obtain the Free Application for Federal Student Aid (FAFSA) from www.fafsa.ed.gov, a teacher, guidance counselor, or C-CAP Coordinator or by calling 1-800-4-FED-AID.
- Fill out and submit the FAFSA form to the address listed on the form after January 1st.
- Students must provide C-CAP with a copy of their SAR (Student Aid Report), which they will receive after submitting their FAFSA.

HOW TO FILL OUT THE COMPETITION APPLICATION FORM

Please read the step-by-step instructions below to help you complete the application form. Please fill in all pages completely, clearly and correctly. Correctly completing the application, allow C-CAP to best match you with the appropriate scholarship.

I. 2007-2008 COMPETITION APPLICATION FORM

Section 1:

- Fill in your **name**, first and last, your current **mailing address** where we can send you mail, **phone numbers** and current **e-mail** if you have one.
- E-mail addresses are great, and if you don't have one yet, you can set one up for free with most major Internet sites, such as Yahoo, Hotmail and Lycos.

Section 2:

- Fill in your **high school** and **culinary teacher's name**. Without this information, we cannot verify if you are a student in a C-CAP school.
- Fill in your **high school grade** and the **number of years in family and consumer science or culinary arts classes**. You must be a Junior to compete in the Preliminary Competition and a Senior to compete in both the Preliminary and Final Competitions.
- Fill in your **cumulative G.P.A.** (Grade Point Average) or cumulative grade in percentage for your whole high school career (This means your G.P.A. since you started high school). This information will be on your transcript. **Without this information we cannot accept your application.**

Section 3:

- Fill in your **Ethnic Background** (optional).
- Fill in your **Date of Birth**. We need this in order to verify your age.
- **Fill in if you are a U.S. citizen, or resident, or your current status.**
- Fill in your **Social Security Number**. If you do not have one, please write "NONE".

Section 4:

- If you are under 19 years of age, please provide your parent or guardian's names, contact information and signature.

Section 5:

- Gather all the information on the schools you would be willing to attend. A guidance counselor or your culinary teacher should be able to provide you with all the information. You can also look on the C-CAP website, www.ccapinc.org, look in books such as, *Peterson's Culinary Schools* or call the schools to get the information you need.

Section 6:

- If you have applied for any scholarships please list them here. **It is highly recommended that you research and apply for any scholarships for which you are eligible.** Circle "yes" or "no" to tell us whether or not you have completed the FAFSA form.

Section 7:

- In this section you should put any jobs, paid and/or unpaid, you have done while in high school or during the summer. Please also include any volunteer activities, jobs that you may have done as part of your culinary class such as catering, luncheons and parties. These jobs do not have to be limited to culinary/restaurant jobs. No job is too small!

II. FOUR (4) SCHOOL RESEARCH SHEETS

You must complete 4 School Research Sheets to be considered for the C-CAP Cooking Competition for Scholarships. **One of the schools must be a community college.** Research 4 of the schools you are willing to attend.

There are many Culinary Programs, Cooking Schools, Certificate Programs, Associates and Bachelors Degrees from which to chose. The more you know about your options, the better we can help you.

Schools vary in cost, length of program, program content and school location (in state/out of state). You need to take all of these things into consideration. Some questions you want to ask yourself when researching schools:

1. How much can my family afford to contribute if I do not receive any scholarships?
2. Do I have the money available to pay the school's application fee.
3. Can I get a co-signer for a loan? How much debt can I afford to take on?
4. How long do I want to be in school? Certificate programs last from 6 to 18 months; Associates' programs are from 18 to 24 months; and Bachelors' programs are 3 to 4 years.
5. Do I want an academic-based program, a skills-based program, or a combination of both? Academic-based programs involve math, English, and management classes. Skills-based programs often have very few academic classes, and focus more on developing skills that will allow you to immediately go into the workforce in a kitchen.
6. Do I want to stay in my hometown or state, or do I want to study in another town or state?
7. Can I afford to commute or travel to and from school on vacations?

III. ESSAY

CRITERIA FOR A SUCCESSFUL ESSAY – DO’S AND DON’TS

C-CAP will consider the content and quality of your essay in matching you with a scholarship. Your essay is a reflection of who you are. A neat, thoughtful and well-organized essay will show that you are a neat, thoughtful and well-organized chef. Follow these guidelines for a successful essay:

DO’s

- Your essay must be a minimum of 250 words.
- Hand in a TYPED copy and a HANDWRITTEN copy of your essay. You must hand in both.
- The typed copy of your essay must be printed on white unlined paper. The handwritten copy of your essay must be written on loose-leaf paper, not on a page ripped out of a spiral bound notebook.
- Your essay should be an interesting-to-read expression of your ideas, experiences and feelings. It should not be a list of statistical information about your life.
- Your essay should show that you put thought, time and effort into it.
- Write a rough draft of your essay before writing your final version. Have your rough draft critiqued and edited by a teacher, friend or family member.
- Make changes and corrections. Then, write the final version.
- Have someone, like your English teacher, proofread your essay to help you make corrections and offer feedback before submitting the final draft to C-CAP.

DON’TS

- Don’t misspell words.
- Don’t use slang or improper English (if you are not sure how to say something, or how to write something correctly, look in a grammar book or ask your English teacher).
- Don’t cross-out words or errors. If you make a mistake, use “white-out” or start over on a new, clean piece of paper.
- Don’t hand in your first rough draft.

TOPICS

Below is essential information to include in your essay. This is your chance to tell us about yourself and your interest in the culinary industry. Let the reader know something about your life and how the things you have experienced have influenced you and your thoughts about your future.

- Describe the experiences that have led you to want a career in the hospitality industry.
- Explain your professional goals and your goals for after high school graduation.
- Explain how you plan to meet your goals.
- Tell us about a person or people who have had an influence on how you became who you are today.
- Tell us about some of the events in your life that have inspired you to cook.

Take some time (a day or more) to think about your essay response. When you sit down to write, first jot down the most important points you want to include in your essay on a separate sheet of “scratch” paper so that you can reference them while you write. When you’ve finished your essay, it should follow this format:

- Introduction - introducing yourself and your main ideas
- Discussion of your important points
- Conclusion – tying it all together.

Be sure to let an adult read your essay before you turn it in. You may want to do more than one draft. And also, don’t forget to spell check!

IV. HIGH SCHOOL TRANSCRIPT

We need your **most recent** HIGH SCHOOL TRANSCRIPT. This should include all grades received from ninth grade to the present year. For example, if you are submitting your application in the spring 2008, you should have a high school transcript that shows all of your classes and grades for each class from ninth grade to the end of the fall 2007 semester.

If you are a GED student, you need to submit a high school transcript up until the time you left school and your GED score.

V. TWO (2) LETTERS OF RECOMMENDATION

Letters of recommendation will be accepted from the following:

- Employer (current or previous)
- High school guidance counselor
- High school teacher
- Career counselor/advisor
- Mentor
- Religious Advisor (your priest, rabbi, etc.)
- Community leader or organization
- Culinary Instructor

Letters of recommendation will NOT be accepted from the following:

- Parent/Guardian
- Friend
- Relative (including, but not limited to: cousins, grandparents, uncles, aunts, etc.)

We have supplied a template for the letters of recommendation. Recommendations can be written directly on the template, or may be submitted on letterhead.

STUDENT CHECKLIST

You must submit the following documents to apply for entry into the Careers through Culinary Arts Program Cooking Competition for Scholarships:

DEADLINE: _____

COMPLETED 2007-2008 COMPETITION APPLICATION FORM

2 pages total.

PERSONAL ESSAY

Write a formal essay (minimum of 250 words). You must submit a handwritten copy and a typed copy of your essay. Essays will be judged on content, style, spelling and grammar.

HIGH SCHOOL TRANSCRIPT

Attach a legible copy of your high school transcript (official or unofficial are acceptable). Your transcript may not be reduced by a copier to save space.

TWO (2) LETTERS OF RECOMMENDATION

Attach 2 letters of recommendation. Recommendations must be on official letterhead or on the template, signed and dated.

FOUR (4) SCHOOL RESEARCH SHEETS

You must research a minimum of 4 schools and complete at least 4 school research sheets. NOTE: One of the schools MUST be a **community college** in your area.

I am submitting all the required documents and understand that this application is step 1 in being considered for entry in the Careers through Culinary Arts Program's Cooking Competition for Scholarships.

Student Signature: _____ Date: _____

Teacher Signature: _____ Date: _____

NOTE: Incomplete applications will NOT be accepted.

Contact your C-CAP Program Coordinator immediately before the deadline if you are unable to obtain any of the above documents.

2007-2008 COMPETITION APPLICATION FORM

FOR C-CAP USE ONLY – DO NOT WRITE IN THIS AREA



SECTION 1

Last Name _____ First Name _____ MI _____

Home Address _____

City _____ State _____ Zip _____

Tel: (HOME) _____ (OTHER) _____ E-mail _____

SECTION 2

School _____ Teacher _____

Grade _____ Number of years in Culinary Arts _____ Expected Graduation Date _____

Cumulative G.P.A. _____ SAT/ACT (IF TAKEN) _____

SECTION 3

Social Security Number: _____ Date of Birth _____

Are you a U.S. resident? _____ If no, what is your status? _____

Race: (Choose as many as you need)

- | | | |
|---|--------------------------------|--|
| <input type="checkbox"/> No response | <input type="checkbox"/> White | <input type="checkbox"/> Black or African American |
| <input type="checkbox"/> Hispanic or Latino | <input type="checkbox"/> Asian | <input type="checkbox"/> Native Hawaiian or Pacific Islander |
| <input type="checkbox"/> American Indian or Alaska Native | <input type="checkbox"/> Other | |

SECTION 4

Name of Parent/Guardian _____

Parent/Guardian's Home Address _____

City _____ State _____ Zip _____

Tel: (HOME) _____ (OTHER) _____

APPLICANT NAME: _____

*** Students must fill in this section completely!!**

SECTION 5

List the schools and C-CAP scholarships for which you want to be considered. Your teacher and C-CAP Coordinator have a list of this year's scholarship opportunities. From the results of the competition and the interview, we may find you best suited for a scholarship, which you have not listed. For this reason, we encourage you to research ALL the schools for which we offer scholarships.

School Name	School Name
1.	4.
2.	5.
3.	6.

List the schools to which you have already applied, been accepted, or plan to apply

School Name	Already Applied	Already Accepted	Plan to Apply
1.			
2.			
3.			

SECTION 6

List any other scholarships, or financial aid (FAFSA), which you have applied for and/or received.

Scholarship Name	Applied For	Received
1.		
2.		
3.		

HAVE YOU COMPLETED YOUR FAFSA FORM? (circle one) YES NO

SECTION 7

List any jobs you have had, paid or volunteer. Résumés are encouraged, but not required

Place of Employment	Position/Duties	Start Date	End Date	Hours/Week

SCHOOL RESEARCH SHEET 2

Institution/School Name _____

Location (City, State) _____

How long is the program? _____

Career Service Center? Yes No

What type of Degree/Certificate will you earn? _____

Costs (per year): Application Fee \$ _____

 Tuition \$ _____

 Books \$ _____

 Room/Board \$ _____

 Materials/Lab Fees \$ _____

 Travel or Commute \$ _____ (Public Transit, Train or Plane, Gas)

Total cost for entire program \$ _____

PLEASE HAVE YOUR PARENT/GUARDIAN FILL OUT THIS SECTION

Parent/guardian, are you able to:

Pay any money toward college tuition costs? Yes No

Get your credit approved in order to co-sign student loans? Yes No

Parent/guardian signature

Date

LETTER OF RECOMMENDATION

The C-CAP Cooking Competition for Scholarships provides opportunity for motivated youth who wish to pursue a career in a culinary or hospitality-related field. C-CAP provides awards and scholarships ranging from \$1,000 to full-tuition and assists students in making college and career choices. Please describe the qualities of this student that make him/her an appropriate candidate for the *C-CAP Cooking Competition for Scholarships*.

How long have you known the students?

What is your relationship with the student?

Please give a description of the student as a motivated individual who plans to attend a post secondary institution.

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