

**Irwin Botto Memorial Scholarship**

**SCHOLARSHIP RULES**

APPLICATIONS WILL NOT BE ACCEPTED AFTER APRIL 15, 2025

1. Applicant must be a **member** of the **senior class** in High School **or** currently enrolled in an **undergraduate full-time college program** (12 or more credit hours), or plan to enroll in the PHCC eLearning Apprenticeship Program or the PHCC Fast Track to Service Program.
2. **Personal Letter:** Applicant must write a letter to include personal data; i.e., family size, need of scholarship monies, and career plans. Knowledge of and/or working experience with the Plumbing, Heating, and Cooling industry can be included but is not necessary.
3. **Principal/Dean/Advisor's Letter: High School** applicant must enclose a letter of recommendation from the Principal or authorized member of the high school staff. It should include a complete transcript of the grades, college entrance exam scores, and cumulative GPA. **College** applicant must include a letter of recommendation from the Dean or Advisor of the College and an official transcript of grades and cumulative GPA. If this information is coming directly from the school to the Scholarship Committee Chairperson, the full address should be indicated on the application. A college freshman preparing to enter sophomore year must also include a high school transcript.
4. **Activity Form:** Applicant must enclose a complete activity sheet, using the sample copy as a guideline.

Applicant should submit the **original and one copy of all documents.**

Send Application and all completed forms to:

**New York State Association of PHCC**

**Attn: Irwin Botto Memorial Scholarship Program, PO Box 8013, New York, NY 10116**

5. No person may receive more than one award during his/her academic career.
6. The Scholarship Committee has the final decision in awarding scholarships. The Chairperson shall notify the winner(s) in writing. The winner(s) will then forward the requested information to the State Treasurer who will send a check, made payable to the designated school, along with a cover letter. Failure to abide by the above rules will cause the scholarship monies to be refunded to the NYSPHCC.
7. **It is the responsibility of the applicant to obtain the application and scholarship rules and to follow all instructions completely. Incomplete applications are not acceptable.**

Eligibility Requirements

Students who are citizens of the United States or Canada and are currently enrolled in or plan to enroll in:

- A full-time certificate or degree program or an approved apprenticeship program.
- Applicants must be an immediate family member or an employee of a New York State PHCC contractor member.
- Maintained a minimum cumulative grade point average of at least 2.0 for previous academic work.
- Currently are a New York State resident.
- Have not previously won a scholarship from the NYSPHCC.

**\*\* If You Are an HVAC or Plumbing Apprentice, to qualify you must:**

1. Be enrolling this year in the PHCC eLearning plumbing apprentice programs.
2. Be working full-time for a licensed plumbing or HVACR contractor who is a member of the New York State Association of Plumbing-Heating-Cooling Contractors— (NYSPHCC).
3. Enclose a letter of recommendation from your employer.

**Notes:**

A max of two scholarship applications per company will be accepted for consideration per year. Scholarship payments are made directly to schools for qualified expenses. Applicants are responsible for avoiding conflicts with other grants and scholarships. Your complete application and all supporting materials must be received by April 15, 2025.

**Irwin Botto Memorial Scholarship**

**APPLICATION INFORMATION**

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Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Age: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone 2: \_\_\_\_\_

Parent/Guardian's Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**CAREER PLANS:**

What career do you intend to follow? \_\_\_\_\_

What school are you planning to attend or attending? \_\_\_\_\_

School Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Date of Enrollment: \_\_\_\_\_

**SCHOLASTIC DATA:**

High School Attended/Attending: \_\_\_\_\_

Principal's Name: \_\_\_\_\_

Year of Graduation: \_\_\_\_\_ GPA: \_\_\_\_\_ Principal's Name: \_\_\_\_\_

Name of College (if currently attending): \_\_\_\_\_

Year of Graduation: \_\_\_\_\_ GPA: \_\_\_\_\_ Dean/Advisor's Name: \_\_\_\_\_

**SCHOLARSHIP APPLICATION INSTRUCTIONS**

1. Read SCHOLARSHIP RULES.
2. Complete application. DO NOT LEAVE ANY BLANKS.
3. Send the original and one copy of the following items:
  - a. Scholarship Application
  - b. Personal letter giving full details of education plans.
  - c. Reference letters as detailed in the SCHOLARSHIP RULES.
  - d. Letter and transcript from Principal or authorized member of current high school or college staff.
  - e. Separate list of extracurricular school or community activities.
4. Please indicate if transcript is being sent directly from school. YES \_\_\_ NO \_\_\_

**I hereby certify that the above is true and accurate.**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Send all application materials to:**

**NYSPHCC, Attn: Irwin Botto Memorial Scholarship Program, PO Box 8013, New York, NY 10116**

## **SAMPLE ACTIVITY SHEET**

Please use the following general format in completing your personal Activity Sheet.

### **I. School**

#### **A. High School**

1. Debate Team -- 3, 4
2. Basketball Team -- 1, 2, 3, 4 Sr. Year: County All-Star
3. National Honor Society -- 3, 4 Sr. Year: President

#### **B. College (if applicable)**

1. Dorm Floor Advisor -- 2 semesters
2. Intramural Basketball -- 1, 2
3. Open House Guide -- Fall '18

### **II. Community**

1. Club Swim Team '14 -- '16, Coach -- Summer '18
2. Church Youth Choir -- 3 years
3. Red Cross Volunteer -- Blood Bank (twice a year)

### **III. Awards**

1. Optimist Essay Contest Winner -- 2017
2. National Merit Finalist
3. College Dean's List -- Freshman (1<sup>st</sup> & 2<sup>nd</sup> semesters)

### **IV. Work Experience**

1. Pizza Hut Delivery – 2017-Present
2. Lifeguard -- Summers 2016-18
3. Sears -- Part-Time Retail -- 2015-16