

**2024-2025 Academic Year**  
**INSTRUCTIONS**  
**MERIT SHOP CONSTRUCTION SCHOLARSHIP PROGRAM**  
**Applications are due by Friday, February 23, 2024**

The Merit Shop Construction Scholarship Program is sponsored by the **Keystone Chapter of Associated Builders & Contractors (ABC)** and is administered by the **Merit Shop Training & Research Center** (known hereafter as the Center).

Eligible Applicants are limited to:

1. Individuals seeking to further their education in careers in construction; and,
2. Individuals who are enrolling in a trade school, college or university program that is directly related to a construction career; and
3. Individuals who permanently reside in the ABC Keystone service area; and/or
4. Individuals enrolling in an institution of higher education located within the ABC Keystone service area.

PLEASE NOTE: ABC Keystone's service area includes the Pennsylvania counties of Adams, Bedford, Berks, Blair, Bradford, Cambria, Cameron, Centre, Chester (portion), Clearfield, Clinton, Columbia, Cumberland, Dauphin, Elk, Huntingdon, Juniata, Lancaster, Lebanon, Lycoming, McKean, Mifflin, Montour, Northumberland, Perry, Potter, Schuylkill, Snyder, Somerset, Sullivan, Tioga, Union, and York.

Scholarship recipients will be selected by the Scholarship Selection Committee of the Merit Shop Training & Research Center, Inc. solely based on merit and without regard for the race, color, religion, national origin, or gender of applicants.

Individuals must submit all required forms and related materials on or before **Friday, February 23, 2024**, to be considered. This deadline includes all reference forms.

Generally, eight to twelve scholarships have been awarded per academic year. The amount of each scholarship will be determined by the Board of Trustees for the Merit Shop Training & Research Center, and generally ranges between \$1,500 and \$3,000 per scholarship.

Direct all correspondence and questions to:

Terri Confer  
Regional Member Services Manager  
Merit Shop Training & Research Center  
898 N. Eagle Valley Road, Howard, PA 16841  
Phone: 717-653-8106 | E-mail [terri@abckeystone.org](mailto:terri@abckeystone.org)

You may download an application from our website <https://abckeystone.org/scholarships/>

**PLEASE NOTE:**

- Every year we receive scholarship applications that are incomplete. Please follow through with those whom you ask to send references, transcripts, etc.
- Incomplete applications will not be considered.
- Applications considered after the deadline will not be considered.

**ELIGIBILITY**

Eligible Applicants are limited to:

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- Individuals enrolling in an institution of higher education located within the ABC Keystone service area.

The Center **will not** fund applications seeking funding towards graduate-level degrees.

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**APPLICATION:**

1. Application shall be made on the form obtained from the Merit Shop Training & Research Center at the offices of the Keystone Chapter of Associated Builders & Contractors, Inc. Applications may also be downloaded from the ABC Keystone Chapter website at <http://www.abckeystone.org/scholarships>.
2. All items or information requested in the application, including the reference sheets, must be submitted to the Center.
  - a. Applicant must complete the top section of Page 1 of the ACADEMIC INSTRUCTOR/ADVISOR FORM and submit both Pages 1 and 2 to the instructor or advisor at his/her current school or last school attended. Instructor/advisor must complete form and return it directly to the Center.
  - b. Applicant must complete the top section of Page 1 of the EMPLOYER'S EVALUATION FORM and submit both Pages 1 and 2 to his current or a past employer. Employer must complete form and return it directly to Center.
  - c. Applicant must coordinate obtaining ACADEMIC TRANSCRIPTS from his/her current school or last school attended. Transcripts can be sent with the Personal Application or the Academic Advisor Form, but the applicant is responsible for making certain the Center receives them.

3. Applications and attachments shall be received no later than 5:00 p.m. on February 23, 2024.
4. Email submissions OF THE APPLICATIONS AND ESSAY are allowable and should be sent to [terri@abckeystone.org](mailto:terri@abckeystone.org).
5. The Center will NOT accept email submissions of academic transcripts, Academic Instructor/Advisor Forms or Employer Evaluation Forms. Those documents must be sent hard copy.
6. Transcripts must be sent in sealed envelopes directly from the university, or via a secure university transfer process.
7. An interview may be required.

### **SCREENING AND AWARD**

1. Selection will be made by the Scholarship Selection Committee of the Merit Shop Training & Research Center, Inc.
2. Selection will be made no later than the end of May 2024.
3. The scholarship funds will be forwarded directly to the recipient's educational institution upon receipt of a copy of the student's invoice showing a balance due from the educational institution for the 2024-2025 school term, and other information as designated by the Center.

### **MISCELLANEOUS**

1. Receipt of all completed applications will be acknowledged by the Center.
2. Direct all correspondence and questions to:

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Merit Shop Training & Research Center  
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