

**Scholarship Completion Checklist**

\*Before signing & sending in application, please make sure all items are included with your application packet:

1. Completed application (*See attached example.*)
2. Copy of your official high school or college transcript / this item can be emailed directly to the scholarship coordinator at [kytc.scholarships@ky.gov](mailto:kytc.scholarships@ky.gov)
3. Copy of senior classes & current grades, if not shown on the high school transcript
4. Copy of your official ACT score report (if ACT score is not shown on the transcript)
5. Two recommendation letters, minimum (one from a guidance counselor, principal, or advisor (college) + one from a mathematics teacher who is acquainted with the student's scholastic achievements, or college instructors (college))
6. A short essay about yourself, typed, and also describing your interest in a career with the Kentucky Transportation Cabinet
7. A resume listing any work and/or volunteer experience, as well as extra-curricular activities

**Due date for application packet: February 1st** by mail or email to [kytc.scholarships@ky.gov](mailto:kytc.scholarships@ky.gov).

**Mailing address:**

Kentucky Transportation Cabinet  
State Highway Engineer's Office  
Scholarship Coordinator  
200 Mero Street, 6th Floor East  
Frankfort KY 40622

**Check the scholarship program and school you are applying to:**

- Civil Engineering:       UK       UL       WKU       Murray  
 Construction Management:       EKU       NKU       WKU       Morehead       Murray  
 Civil Engineering Technology:       BSCTC

**Check what your status will be in the fall:**

- Freshman       Sophomore       Junior       Senior

Are you a U.S. citizen?  Yes  No      Are you a Kentucky resident?  Yes  No

**SECTION 1: APPLICANT INFORMATION**

<b>FIRST NAME</b> Jane	<b>MI</b> M	<b>LAST NAME</b> Doe	<b>SSN</b> 123-45-6789	
<b>MAILING ADDRESS</b> 200 Mero Street		<b>CITY</b> Frankfort	<b>STATE</b> KY	<b>ZIP</b> 40622
<b>HOME COUNTY</b> ( <i>Example: Fayette</i> ) Franklin		<b>PHONE</b> (502) 123-4567	<b>BIRTHDATE</b> 1/1/2000	
<b>EMAIL</b> 123456@gmail.com				

**SECTION 2: PARENT, GUARDIAN, OR SPOUSE INFORMATION**

<b>FIRST NAME</b> Jenny	<b>LAST NAME</b> Doe	<b>PHONE</b> (502) 456-0987		
<b>MAILING ADDRESS</b> 200 Mero Street		<b>CITY</b> Frankfort	<b>STATE</b> KY	<b>ZIP</b> 40622

**SECTION 3: CURRENT SCHOOL INFORMATION**

<b>NAME</b> Best Ever High School	<b>GUIDANCE COUNSELOR/ADVISOR</b> Tom Thompson	<b>EMAIL</b> TomT.bestever@kyschools.gov		
<b>ADDRESS</b> 12234 Mero Street		<b>CITY</b> Frankfort	<b>STATE</b> KY	<b>ZIP</b> 40601

**SECTION 4: ACT SCORES**

Math: 24      Science: 28      Composite: 26

- Have you applied for admission to the school (if applicable)?  Yes  No  
 Have you applied for admission to the College of Engineering (if applicable)?  Yes  No

**SECTION 5: CHECKLIST & CERTIFICATION** (*Mark each item to indicate inclusion in submitted packet.*)

- Resume       Transcript       ACT Scores       Essay       Recommendation letters

I certify the information given in this application packet is accurate and complete. I understand that a background check shall be conducted before any scholarship offer is made. **All applicants must sign and return by February 1.**

<b>SIGNATURE</b>	<b>DATE</b>
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How did you learn about the Scholarship Program?  
 KEEN Presentation

**INFORMATION BELOW USED FOR STATISTICAL PURPOSES ONLY**

<b>RACE</b>	<b>SEX</b>	<b>AGE</b>
<input type="checkbox"/> White <input type="checkbox"/> African Amer. <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian /Pac. Islander <input type="checkbox"/> Amer. Indian/Alaskan Native <input type="checkbox"/> Other		