

# FAQs

Questions? Call us at (808) 537-3327 / [scholarship@harrietbouslog.com](mailto:scholarship@harrietbouslog.com)

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## Welcome to the HBLSF Frequently Asked Questions (FAQs)

Please review these **FAQs** carefully before beginning the Application. The information contained here is vital to insuring that your Application is complete.

Submitting an incomplete, or incorrect, Application may jeopardize your opportunity to be considered for a scholarship.

Do not hesitate to call (808) 537-3327, or email [scholarship@harrietbouslog.com](mailto:scholarship@harrietbouslog.com), if you have any questions.

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## ELIGIBILITY

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### ✓ Who is eligible to receive a scholarship?

To receive the HBLSF scholarship, the Applicant must be either:

A current member of ILWU Local 142, in good standing;

A family member of a current or retired, ILWU Local 142 member, living or deceased.

The relative whose ILWU Local 142 membership qualifies you to receive a scholarship is referred to in the Application as your “*Qualifying Relative.*”

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## ELIGIBILITY (*Continued*)

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### ✓ Is my relative a Qualifying Relative?

If possible, check first with your relative. If you are unable to confirm your relative's ILWU Local 142 status with them you may [click here](#) to see an alphabetical list of all companies the ILWU Local 142 **currently** has bargaining agreements with.

***Please note:*** Not all employees of a particular employer will necessarily belong to the ILWU Local 142. Also, your relative may have been a member of ILWU Local 142 in the past, but their company may no longer be in business, or may no longer have a bargaining agreement with ILWU Local 142. If you have any question about your relative's ILWU Local 142 membership status, you may call the ILWU Local 142 office in Honolulu at (808) 949-4161.

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## ELIGIBILITY (*Continued*)

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### ✓ What schools must I attend?

You must have applied for admission to, or be currently enrolled at, any of the 10 University of Hawaii System schools (four-year universities and community colleges), on a full-time basis:

#### Four-Year Schools

UH Manoa  
UH Hilo  
UH West Oahu

#### Community Colleges:

Hawaii  
Honolulu  
Kapiolani  
Kauai  
Leeward  
Maui College  
Windward

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## SCHOLARSHIP DETAILS

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### ✓ Application Period

Applications will be available beginning October 15<sup>th</sup>.

**November 1<sup>st</sup>** is the first day completed Applications will be accepted for the following Fall semester.

**March 1<sup>st</sup>** is the deadline for submission of Applications. HBLSF must receive the complete Application by this date. If the Application is being mailed, and March 1<sup>st</sup> falls on any day when mail is not delivered, the application must be received on the next day mail is delivered, following March 1<sup>st</sup>.

Receipt of a complete Application will be acknowledged by email, no later than March 5<sup>th</sup>. Be sure to provide a current email address that is monitored frequently. If an Application was submitted and acknowledgment of the application has not been received from us by the 5<sup>th</sup> of March, please call us at (808) 537-3327.

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## SCHOLARSHIP DETAILS (*Continued*)

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### ✓ The Application must be “COMPLETE.”

To be considered “complete,” the Application must contain all of the following:

**Application Form:** See Application Form Instructions.

**Digital Photo:** The photo should be suitable for publishing on our website.

**Letter(s) of Reference:** One, or more, Letters of Reference from teachers, employers, or others the Applicant may have worked with, or participated with during extracurricular activities.

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## SCHOLARSHIP DETAILS (*Continued*)

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### Oral History Video

**(30 minutes in length, in the MP4 format ONLY, and be no larger than 2GB)**

This is a videotaped interview of an ILWU Local 142 member, preferably of the applicant's Qualifying Relative. If the Qualifying Relative is not available, the applicant may interview another ILWU Local 142 active, or retired, member.

Union members applying as their own "Qualifying Relative" are expected to interview another ILWU Local 142 active, or retired, member.

Questions should be prepared prior to the interview. Questions should seek information that will shed light on the member's experiences such as how the ILWU Local 142 impacted the lives of the member and their families, working conditions for themselves and their co-workers, as well as the impact on the community in general.

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## SCHOLARSHIP DETAILS (*Continued*)

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### Written Essay

*In at least three, double-spaced, printed pages, please provide an essay on the following:*

**In your opinion, what is the most important accomplishment of ILWU Local 142 in Hawaii?  
Describe the accomplishment and include reasons to support your opinion.**

### Acceptance Letter

If the Applicant has received an Acceptance Letter from U.H., that letter should accompany the Application. The Acceptance Letter may be sent later if not yet received, but in no event will any scholarship funds be disbursed to the successful Applicant's campus until the HBLSF Office receives the Acceptance Letter.

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## SCHOLARSHIP DETAILS (*Continued*)

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### ✓ Submitting the Application

The complete Application (Application form, digital photo, Oral History Video, Written Essay, Letter(s) of Reference, and Acceptance Letter, if you have received it) may be submitted in three different ways:

**Digital Upload:** <http://bit.ly/hblsfupload> All requirements must be submitted at the same time, although the digital upload may consist of several different uploaded files.

**Hand-Delivery:** The complete Application may be hand-delivered to the HBLSF Office, but an appointment is required to insure someone will be at the office.

**Regular U.S. Mail:** The mailed Application must be received on, or before, March 1<sup>st</sup>. If March 1<sup>st</sup> falls on a day that mail is not delivered (for example, a Sunday), the Application must be received no later than the next business day on which mail is delivered.

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## SCHOLARSHIP DETAILS (*Continued*)

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### ✓ Notification of Award

Applicants who timely submitted complete Applications will be notified of our determination on, or about, April 1<sup>st</sup>.

### ✓ Scholarship Award Amount

	<u>Per Semester</u>
U.H. Manoa	\$2,000
U.H. Hilo/West Oahu	\$1,000
U.H. Community Colleges	\$ 750

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## SCHOLARSHIP DETAILS (*Continued*)

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### ✓ **Number of scholarships awarded.**

During any Scholarship Year (the year the scholarships are awarded), a maximum of 10 new scholarships may be awarded, with a preference being given to currently-graduating high school seniors planning to attend an eligible school.

In the event that scholarships are still available after scholarships are awarded to graduating high school seniors, scholarships may be awarded to those who are already attending an eligible school, or applying to do so.

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## SCHOLARSHIP DETAILS (*Continued*)

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### ✓ Length of Award

To continue receiving the award each semester, ALL recipients, regardless of their academic status (undergraduate/graduate), must be:

- 1) Enrolled full-time (12 credits for undergraduates and program-specific for grad students); and
- 2) Making satisfactory academic progress toward a degree.

Provided these and other basic requirements (see Post Award Requirements) are met, students attending a four-year school will receive their scholarship award for a maximum of eight (8) semesters.

Community college students are initially eligible for a maximum scholarship award of four (4) semesters. If they apply and are accepted at a four-year campus, they will become eligible to receive a maximum of eight (8) semesters.

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## SCHOLARSHIP DETAILS (*Continued*)

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### ✓ Graduate School

Scholarship students who obtain their undergraduate degree from the University of Hawaii, and are accepted into a graduate program at U.H., may apply to extend their scholarship awards an additional four (4) semesters.

Students should notify the HBLSF office as soon as they begin the process of applying for entry into a graduate program.

Application may also be made for those applying to the John A. Burns School of Medicine (eight (8) semesters) and the William S. Richardson School of Law (six (6) semesters).

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## POST-AWARD REQUIREMENTS

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### ✓ **Full-time Status**

Students must register full-time. For **undergraduates** this is 12 credits per semester. Full-time status for **graduate students** will vary, depending upon the requirements of their particular graduate program.

### ✓ **Annual ILWU Internship**

Students must fulfill a one-day internship with the ILWU Local 142 each year.

Contact the ILWU Local 142 office on Oahu at (808) 949-4161, or the ILWU Local 142 office on the student's home island to arrange for the internship. The internship will allow the student direct experience and may involve "shadowing" a business agent, conducting membership surveys, assisting at events like Labor Day, picketing, sign waving, or similar activities.

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## **POST-AWARD REQUIREMENTS (*Continued*)**

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### ✓ **Timely Communication with the HBLSF Office**

Scholarship recipients must respond to email, or phone communication, from the HBLSF Office in a timely manner. Regular email communication will be sent when there is a need for students to communicate with us by a certain deadline. “Timely” is considered to be within one week of the initial request for information, or, in no event, no later than the deadline.

### ✓ **Maintain Current Contact Information**

The primary email address we have on file for all students should be the email address the student checks frequently so we can be assured emails from our office are reaching them. Students should notify us immediately of any change in email address, cell phone, other contact phone, or mailing address.

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## POST-AWARD REQUIREMENTS (*Continued*)

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### ✓ Required Deadlines

Notify us whether or not you intend to continue to the next semester:

**No later than: November 20<sup>th</sup> and June 15<sup>th</sup>**

Provide us with a pdf copy of your Campus Report (obtained on your “MyUH” website).

**No later than: June 15<sup>th</sup>**

*Students will be sent an email reminder two weeks prior to each deadline and are expected to respond before the deadline date.*

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## POST-AWARD REQUIREMENTS (*Continued*)

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### ✓ What if a Student is Having Academic Difficulties?

HBLSF encourages all students to take advantage of the academic counseling available to them at their school.

Difficulties inside and outside of the classroom can impact a student's academic success. The members of the Scholarship Committee want to do anything they can to assist the HBLSF students throughout their higher education career. Students should let the Scholarship Committee know if they are experiencing any difficulties. We cannot help if we are not aware of what is happening.

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Thank you for reading the **FAQs**. If you have any questions, please do not hesitate to contact us by phone at (808) 537-3327, or by email at [scholarship@harrietbouslog.com](mailto:scholarship@harrietbouslog.com).

To start the application process, please continue to the **APPLICATION**.

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