



# INSTRUCTIONS

63 Merchant Street • Honolulu, HI 96813

On Oahu: (808) 537-3327

[scholarship@harrietbouslog.com](mailto:scholarship@harrietbouslog.com)

[www.harrietbouslog.com](http://www.harrietbouslog.com)

FB/Harriet Bouslog Labor Scholarship Fund

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The Harriet Bouslog Labor Scholarship Fund (HBLSF) is pleased that you have chosen to apply for a scholarship. Submitting a complete application ensures that your application will be considered.

Please read these instructions, and the **FAQs** appearing on our website ([www.harrietbouslog.com/scholarship](http://www.harrietbouslog.com/scholarship)), before beginning the application process. Failure to follow the instructions can jeopardize your scholarship application.

## INSTRUCTIONS

**Electronic Communication.** To the extent possible, please communicate with the HBLSF Office by email. Be sure to provide your current email address and notify us promptly of any changes. We will acknowledge receipt of your application via email. If you believe you have submitted an application, but have not received an e-mail acknowledgment by March 5, you should immediately call the HBLSF Office.

**Completing Your application.** All of the following items must be submitted together, on or before March 1st, in order for your scholarship application to be eligible for consideration.

- ☛ A Completed Application Form;
- ☛ A Digital photograph of suitable quality to be posted on our website;
- ☛ A 30-minute Oral History video interview (MPEG-4 format ONLY, max size 2GB);
- ☛ A Written Essay (see **FAQs** for Essay topic);
- ☛ One, or more, Letters of Reference.

### Acceptance Letter.

If you have received an Acceptance Letter from the UH campus to which you have applied, submit a copy of that letter with your application. Otherwise, once you have received the Acceptance Letter, forward a copy to us as soon as possible. **Scholarship funds will not be disbursed to your school unless we have a copy of the Acceptance Letter on file.**

### FAQs

Your Application Form, Digital Photo, Oral History Video, Written Essay, and Letter(s) of Reference must follow the guidelines contained in the **FAQs** section of the HBLSF website ([www.harrietbouslog.com/scholarship](http://www.harrietbouslog.com/scholarship)).



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APPLICATIONS MAY BE SUBMITTED BEGINNING NOVEMBER 1<sup>ST</sup>

### Submitting the Completed Application.

You may submit your complete Application by **HAND DELIVERY**, **U.S. MAIL**, or by **EMAIL** or **DIGITAL UPLOAD** to <http://bit.ly/hblsfupload>.

### Fillable PDF Application.

A “fillable” Application is available on our website ([www.harrietbouslog.com/scholarship](http://www.harrietbouslog.com/scholarship)). You should download the form and fill in all sections. You may digitally sign the Application by inserting your name and the date and uploading it with all other Application items, to: <http://bit.ly/hblsfupload>. You may also print the Application and complete it by hand, or typewriter, sign your signature and submit it by any of the methods in the “Submitting the Completed Application,” section, above.

### Complete Application / Deadline.

Remember, **the Application Form, and all requirements in addition to the Application Form, must be submitted at the same time in order for your application to be considered.** The only exception is your Acceptance Letter if you have not yet received it. (See “Completing Your Application” on page 1.)

**Your application must be received by HBLSF (either at the HBLSF Office, or digitally) no later than March 1<sup>st</sup>.**

Members of the Scholarship Committee are committed to assisting you in the successful pursuit of your educational and career goals! If you have questions concerning the requirements, or the process to apply for the Harriet Bouslog Labor Scholarship, please contact us a [scholarship@harrietbouslog.com](mailto:scholarship@harrietbouslog.com), or, call us at (808) 537-3327.

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If you are selected to receive a Harriet Bouslog Labor Scholarship, the award will be sent to the UH campus where you are registered, prior the start of each semester. Payment will be deposited into your UH account, for tuition, only. To receive the award you must be a full-time student, in good standing.

<b>Awards per semester:</b>	<b>UH Manoa</b>	<b>\$2,000</b>
	<b>UH Hilo/West Oahu</b>	<b>\$1,000</b>
	<b>UH Community Colleges</b>	<b>\$ 750</b>



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## SECTION I: PERSONAL INFORMATION

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Middle Name or Initial(s): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Primary Email: \_\_\_\_\_

Secondary Email: \_\_\_\_\_

*Remember to notify us if you change your email address. For example, if you begin using a UH email address.*

Primary Street Address: \_\_\_\_\_

State: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number(s) Home: \_\_\_\_\_ Cell: \_\_\_\_\_  
(Please include the area code.)

## ALTERNATE CONTACT INFORMATION

*It is required that you provide information of a parent, or other adult friend or family member, you maintain regular contact with, in case we are unable to contact you with the contact information provided above.*

Name: \_\_\_\_\_ Cell #: \_\_\_\_\_ Home #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Email: \_\_\_\_\_

Relationship to you: \_\_\_\_\_



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## SECTION II: HIGH SCHOOL and COLLEGE INFORMATION

High School Attended: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Current or Last GPA: \_\_\_\_\_

Year You Graduated/Anticipate Graduating: \_\_\_\_\_

*Preference is given to currently-graduating high school seniors who plan to attend any school in the University of Hawaii System. However, to the extent that scholarships are still available after scholarships are awarded to graduating high school seniors, scholarships may be awarded to those who are already attending any school in the University of Hawaii System, or applying to do so.*

*If you have NOT previously attended a college of university,  here .*

If you are currently attending, or have previously attended a college or university, please provide the following information for each college or university you are attending or have attended:

One:  Current  Past Dates attended: \_\_\_\_\_

College/University: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Course of Study/Major: \_\_\_\_\_ Current/Last GPA: \_\_\_\_\_

Year You Graduated/Anticipate Graduating: \_\_\_\_\_ Degree: \_\_\_\_\_

If you have a University of Hawaii Student I.D. #, please enter it here: \_\_\_\_\_

*If you need more room in this section, please attach a supplemental page to the application.*

*here if you attached a Supplemental College/University information sheet.*



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### SECTION III: ILWU LOCAL 142 QUALIFYING RELATIVE

*To be eligible to apply for the HBLSF scholarship you must be related to an ILWU Local 142 member, who is referred to as your "ILWU Local 142 Qualifying Relative." This relative must be either 1) currently active, 2) retired from the ILWU Local 142, or 3) an active, or retired, ILWU Local 142 member who has passed away.*

*If you are a current ILWU Local 142 member applying for the HBLSF Scholarship, yourself, you will be your own ILWU Local 142 Qualifying Relative and should enter your name below and "Relationship" would "Self."*

Full Name \_\_\_\_\_ Relationship to You \_\_\_\_\_

✓One: Active  Retired  Deceased

Last ILWU 142 Employer: \_\_\_\_\_ Dates Employed: \_\_\_\_\_

### SECTION IV: UNIVERSITY OF HAWAII

*Indicate the campus(es) to which you have applied, or will be attending, as a full-time student.*

✓All that apply: HAWAII CC  HILO  HONOLULU CC   
KAPIOLANI CC  KAUAI CC  LEEWARD CC  MANOA   
MAUI COLLEGE  WEST OAHU  WINDWARD CC

*If you have received your acceptance letter, you must submit a copy of it with your application. If you have not yet received the acceptance letter, you must send it to us as soon as possible after you receive it. No funds will be disbursed on your behalf until we have received your acceptance letter.*

Please indicate your anticipated academic level in the upcoming fall semester:

✓One: SOPHOMORE  JUNIOR  SENIOR  GRAD STUDENT



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*If you need additional space for sections V, VI and VIII, attach a supplemental sheet.*

## SECTION V: CAREER GOALS

*Provide a brief explanation of overall education and career goals the scholarship will help you achieve.   here if a Supplemental Sheet is attached.*

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SECTION VI: AWARDS AND CITATIONS   here if Supplemental Sheet is attached.

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## SECTION VII: EXTRACURRICULAR ACTIVITIES

here if Supplemental Sheet is attached:

**REMEMBER!** *If you have any questions concerning completion of this application, call (on Oahu: 537-3327) or email ([scholarship@harrietbouslog.com](mailto:scholarship@harrietbouslog.com)).*



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## SECTION VIII: ACKNOWLEDGMENT and SIGNATURE:

**(Be sure to review your application for completeness before signing.)**

To be considered complete when submitted, your application must contain the following\*\*:

- this Application form, completed and signed;
- a Photo of yourself in digital format;
- an Oral History Video (not more than 30 minutes, in MP4 format, max 2 GB);
- a Written Essay on this year's essay topic, which can be found in the Scholarship FAQ section of the HBLSF web site, and must be at least three (3) pages, double-spaced; and
- one or more Letters of Reference

*\*\* If you have received an Acceptance Letter, you should include that letter with your application. Otherwise, forward it to us as soon as you receive it. Disbursement of funds to your school depends on verification of your acceptance.*

You further acknowledge and understand:

- The criteria for your eligibility to receive a Harriet Bouslog Labor Scholarship;
- Requirements to maintain the scholarship as contained in the FAQs on our website;
- That if you are chosen to receive a Harriet Bouslog Labor Scholarship, your name, photograph, and portions of your Oral History Video and Essay may be used by HBLSF on the HBLSF website and in social media.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

***REMEMBER! If you have any questions concerning completion of this application, call (on Oahu: 537-3327) or email ([scholarship@harrietbouslog.com](mailto:scholarship@harrietbouslog.com)).***