



USDA Florida-Caribbean Consortium for Agriculture Education and Hispanic Workforce  
Development (FCCAgE)

## INSTRUCTIONS FOR APPLICANTS

### Required Application Materials:

- Application form: include one photo 2 x 2.
- Demographic information form (optional).
- Eligibility form.
- Current resume:
  - Example of what your resume should have:
    - Your name and contact information
    - Education and Certification, if any.
    - Previous Experiences:
      - Employment
      - Internships
      - Community services
      - School clubs and extracurricular activities
    - Skills and Abilities:
      - Computer knowledge
      - Research experience (example: Science Fairs)
      - Languages Proficiencies: (Spanish, English and others)
        - Written
        - Oral
        - Both
    - Honors and Awards
- Two letters of recommendation (From a faculty member or Teacher High School).
- An unofficial transcript may be able to use for starting evaluation process. An official transcript will be required upon acceptance into the program. (High School Transcript; if you're in first year; Current Institution Transcript, if you're in second year).
- College Board Results or SAT Results: (only applies if you are in your first year at MDC)
- Parent Consent form and Commitment form.
- Penal Record Certificate.
- Essay 1:** What makes you a strong candidate for this Scholarship Program? (Typed, 1000 word suggested length, attach to application. Please put your name on the top)

Return completed applications to: Att. Loretta Adoghe, Science Complex, MDC- North, 11380 NW 27<sup>th</sup>  
Ave. Miami FL 33167

# APPLICATION FORM

**INSTRUCTIONS:** Fill all the blank spaces with the most current information and have to be in PRINT writing. Failure to provide information requested on this application form, may result in processing delays or not to be evaluated. Giving false information will be considered as an automatically disqualifying application form. Please be advised that your contact information may be given to USDA for verification purposes.

## APPLICANT'S PERSONAL INFORMATION

**Name:** \_\_\_\_\_  
(Last Name) (First Name) (Middle Name)

**Social Security Number:** \_\_\_\_\_ **Date and Place of Birth:** \_\_\_\_\_ / \_\_\_\_\_  
(M/D/Y) (Country/State)

**ID Student Number:** \_\_\_\_\_ **Driver's License Number:** \_\_\_\_\_  
(If any) (Number/State)

**Primary E-mail:** \_\_\_\_\_ **Secondary E-mail:** \_\_\_\_\_

**Primary Contact Number:** \_\_\_\_\_ **Secondary Contact Number:** \_\_\_\_\_

Have you completed a FAFSA application form? Yes  No  If so do you plan to Yes  No

## CURRENT HOME ADDRESS

\_\_\_\_\_  
Street Address or P.O. Box, Apartment #, campus address, etc.

\_\_\_\_\_  
City State Postal/Zip current until (Date: M/D/Y)

## CURRENT MAILING ADDRESS

\_\_\_\_\_  
Street Address or P.O. Box, Apartment #, campus address, etc.

\_\_\_\_\_  
City State Postal/Zip current until (Date: M/D/Y)

# APPLICATION FORM

## EMERGENCY CONTACT INFORMATION

**Name:** \_\_\_\_\_  
(Last Name) (First Name) (Middle Name)

**Relationship:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Primary Contact Number:** \_\_\_\_\_ **Secondary Contact Number:** \_\_\_\_\_

**Current Address:**

\_\_\_\_\_  
Street Address or P.O. Box, Apartment #, campus address, etc.

\_\_\_\_\_  
City State Postal/Zip current until (M/D/Y)

**EDUCATION:** *(Note: For evaluation process, may be able to use an unofficial transcript. An official transcript will be required upon acceptance into the program.)*

**High School Name:** \_\_\_\_\_

**Country/State:** \_\_\_\_\_ **Overall G.P.A.:** \_\_\_\_\_ **Graduation Date:** \_\_\_\_\_

**Current Institution Name:** \_\_\_\_\_

**Country/State:** \_\_\_\_\_ **Student Status:** \_\_\_\_\_

**Expected Graduation Date:** \_\_\_\_\_ (Month/ Year) (First or Second Year: Fall or Spring)

**Major:** \_\_\_\_\_ **Minor (if any):** \_\_\_\_\_

**Overall G.P.A (if any):** \_\_\_\_\_

**Main FCCAgE Institution:** \_\_\_\_\_

**REFERENCES:** *(Please list two additional references, do not include relatives)*

**Name:** \_\_\_\_\_ **Organization/Institution:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Organization/Institution:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

## ELIGIBILITY FORM

### CITIZENSHIP STATUS

**Check One:**

- I am United States Citizen.
- I am Naturalized United States Citizen.
- I am a permanent United States Resident or a Green Card Holder
- Other: \_\_\_\_\_

If you selected permanent United States Resident, please list green card number: \_\_\_\_\_

### PROGRAM ENROLLED

Four year program (BS) in:

- Agricultural Science
- Biology
- Microbiology
- Chemistry
- Environmental Technology
- Environmental Science
- Biotechnology
- Other: \_\_\_\_\_

### PROGRAM AWARENESS

How did you hear about this program? (Note: this will not affect your application)

- Class visit
- Printed material (i.e. brochure)
- Tabling
- Website
- Event
- Media Coverage
- Friend
- Other: \_\_\_\_\_

## Letter of Recommendation

Applicant: \_\_\_\_\_  
(Last Name)
(First Name)
(Middle Initial)

How long have you know the applicant? \_\_\_\_\_.

How would you rate the applicant with the following personal characteristics?

	Below Average	Average	Above Average	Outstanding	Superior	Inadequate Observation
Responsibility with given tasks						
Student improvement in the class						
Originality						
Emotional maturity and stability						
Ability to work in groups						
Independence and self-reliance						
Academic achievement						
Participation in extracurricular activities on campus						
Participation in extracurricular activities on communities.						
Leadership						
Motivation toward a productive career						
How you would classify the student general performance?						

**COMMENTS:** (Feel free to use additional sheets)

Signature:

Date:

Typed/Printed Name:

Title:

Institution/Organization Name:

Phone:

## Letter of Recommendation

Applicant: \_\_\_\_\_  
(Last Name)
(First Name)
(Middle Initial)

How long have you know the applicant? \_\_\_\_\_.

How would you rate the applicant with the following personal characteristics?

	Below Average	Average	Above Average	Outstanding	Superior	Inadequate Observation
Responsibility with given tasks						
Student improvement in the class						
Originality						
Emotional maturity and stability						
Ability to work in groups						
Independence and self-reliance						
Academic achievement						
Participation in extracurricular activities on campus						
Participation in extracurricular activities on communities.						
Leadership						
Motivation toward a productive career						
How you would classify the student general performance?						

**COMMENTS:** (Feel free to use additional sheets)

Signature:

Date:

Typed/Printed Name:

Title:

Institution/Organization Name:

Phone:

# Student Commitment and Parent/Guardian Consent

## STUDENT COMMITMENT

I, \_\_\_\_\_ (Print student name), certify all of the information indicated on the application is correct, so I agree to abide by the rules and duties of the USDA Florida-Caribbean Consortium for Agriculture Education and Hispanic Workforce Development program.

Certify in full knowledge, today: \_\_\_\_\_.  
(M/D/Y)

Student Signature: \_\_\_\_\_ Witness Printed Name: \_\_\_\_\_

Witness Signature: \_\_\_\_\_

## PARENT/GUARDIAN CONSENT

*"I acknowledge that I have carefully read the instructions contained herein and that all information provided by me in this application is true and accurate."*

I hereby, authorize my child: \_\_\_\_\_ (student name) to:

- Participate on all activities related to fulfill the goals of the proposal of the USDA Florida-Caribbean Consortium for Agriculture Education and Hispanic Workforce Development. These activities may include:
  - Conferences.
  - Trainings (inside or outside campus)
  - Travel to National Conferences and internships (in Puerto Rico and United States)
- Participate in communities service activities.
- Receive medical and dental assistance on case of emergency. In this case, I am responsible to pay all charges and fees.

Certify in full knowledge, today: \_\_\_\_\_ (M/D/Y)

- Student Signature: \_\_\_\_\_ Parent Printed Name: \_\_\_\_\_  
Parent/Guardian Signature: \_\_\_\_\_

## DEMOGRAPHIC INFORMATION

This information will be used for **STATISTICAL PURPOSES ONLY**. This **WILL NOT** be used as criteria for evaluation. Your responses will be highly confidential.

**Ethnicity (Check One):**

- Hispanic or Latino
- Not Hispanic or Latino

**Race (Check all that applies):**

- White
- Black or African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Other: \_\_\_\_\_

**Sex:**

- Female
- Male

If you selected Male, indicate if you have registered for Selective Services.

Yes \_\_\_\_\_ No \_\_\_\_\_

**Disability Status: (Check if applicable)**

- Individual with a Disability
- Not applicable

**Reasonable Accommodation: (Explain what type of accommodation you might need.)**

---

---

---