

# STEPS TO APPLY

1. For initial application information, contact the Office of Job Training  
**1-800-325-5332**
2. If you are preliminarily eligible:
  - Complete an agency application
  - Complete a Free Application for Federal Student Aid at [www.FAFSA.gov](http://www.FAFSA.gov)
  - Complete a Classroom Training Voucher

*After preliminary application review, you will be notified whether you can continue to the next step in the application process or not.*

## You will then be:

- Attending a scholarship orientation (plan 2-3 hours), completing career assessments and various forms, discussing your career path and developing an employment plan
- Providing —
  - Your Social Security Card
  - Your Driver's License or picture id and
  - A brief paragraph stating what this scholarship would mean to you, your career path, others in your life and how you will use your degree upon completion of program of study / educational career path
- Finalizing your education plan with your Career Counselor; he/she will submit your application and a recommendation to the Scholarship committee

[www.nemojt.org](http://www.nemojt.org)



**Note:** *The scholarship committee reviews many applications and will not accept phone calls regarding the status of applications. All nominees will be contacted immediately following scholarship selections via email only.*

- The NE MN Office of Job Training is available to assist you with your application process, training needs and full-time employment search.
- **Once you secure employment, you will provide your employment information to your career counselor for documentation of successful training completion and viability of future funding opportunities for others.**

**1-800-325-5332**



# SCHOLARSHIP CRITERIA

## YOU MUST:

- ◆ Be a resident in the NE MN Office of Job Training's seven county region. (Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, St. Louis)
- ◆ Be a United States citizen or eligible non-citizen
- ◆ Complete a FAFSA application
- ◆ Meet all eligibility criteria
- ◆ NOT be in default on a federal education loan
- ◆ Seek full-time employment immediately upon training completion
- ◆ Contact your Career Counselor at least once a month to provide updates on your school and employment progress
- ◆ Provide your school grades and new class schedule for further or continued funding, after each semester.



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