

# 2025 St. Croix County 4-H Trade Education Scholarship

The St. Croix County 4-H Trade Education Scholarships are awarded to 4-Her's based on demonstrated personal growth, development and leadership, academic performance, community engagement, and future educational goals in the trades. To be considered for financial support, all applications must be received as indicated below no later than **Tuesday, April 1 at 5:00pm**. Late applications cannot be considered. Applications are required to follow all guidelines as outlined below. Any application that does not meet these requirements cannot be considered.

The application requirements represent what youth may be asked to submit when applying for jobs. We encourage applicants to treat this process as if applying for employment. For help with creating cover letters and resumes, applicants should reach out to their club leaders, teachers or parents.

## ELIGIBILITY

To be eligible for a Trade School Scholarship, youth are required to be a member of the St. Croix County 4-H program for at least the past 3 years; be a member in good standing; have a grade point average of at least 2.5 on a 4.0 scale; and be enrolled or planning to enroll in a vocational program pursuing a career in the trades for the 2025 – 2026 academic school year. Trades can include, but are not limited to welding, construction, plumbing, carpentry, electrician, etc.

Scholarship winners from previous years are not eligible to receive a second scholarship.

## APPLICATION

Completed applications are to be submitted to Nicole Cash, 4-H Program Educator, at the following email address [nicole.cash@wisc.edu](mailto:nicole.cash@wisc.edu). Applications should be submitted as one PDF document and titled as follows “*Your Last Name* Trade Scholarship App” (i.e. **Smith Trade Scholarship App**).

Unfortunately, we are unable to accept any other document format or cloud/internet shared documents (i.e. Google Docs). Applications can also be mailed to UW-Extension Office, 1960 8<sup>th</sup> Avenue, Suite 140, Baldwin, WI 54002 and must be postmarked no later than April 1, 2025.

Applications must include all sections below (Cover Letter, Resume, Project List, Essay Question, Letter of Recommendation). NOTE: The letter of recommendation should be emailed separately to [nicole.cash@wisc.edu](mailto:nicole.cash@wisc.edu) by the 4-H leader writing the letter. **IMPORTANT: Each individual section should not exceed one page and should include the Applicant's Name at the top of each page.**

### 1. Cover Letter

Cover letters should be your introduction and provide information relevant to the application, including how 4-H has made an impact in your life and how skills learned in 4-H will be used in the future. The strongest cover letters expand on information on the resume and do not repeat the same information. Make sure to indicate which scholarship you are applying for (4-H, Betty Jean Utecht Forgiveable Loan, 4-H Trade or Dairy Science).

### 2. Resume

Suggested resume headings include: Career/Trade Goals, School Experience, Current GPA, Work Experience (paid or unpaid), 4-H Experience, Leadership Experience, Activities Outside of 4-H

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### 3. List of all 4-H projects in which the applicant participated:

The project list should be in order of importance to the 4-Her using the template below (similar to page 2 of the green 4-H cover) with the most important projects at the top of the list.

Name of project	Year Carried						

### 4. Essay Question (250 word limit): *What inspired you to seek a career in the trades?*

### 5. Letter of Recommendation – Make sure the 4-H leader writing your letter is aware of the requirements below.

- One letter of recommendation from a 4-H Leader (i.e. Club leader, Project Leader). This letter should not be from a family member.
- The letter of recommendation should be emailed directly to [nicole.cash@wisc.edu](mailto:nicole.cash@wisc.edu) in a PDF format and titled as follows “*Applicant’s Last Name Trade Recommendation Letter*” (i.e. **Smith Trade Recommendation Letter**). Unfortunately, we are unable to accept any other document format or cloud/internet shared documents (i.e. Google Docs).

### NOTIFICATION

Applicants who are awarded scholarships will be notified by postal letter by May 1.

### QUESTIONS

Call or email Nicole at the St. Croix County UW-Extension Office with any questions or concerns regarding the application process at (P)715-531-1938 or email [nicole.cash@wisc.edu](mailto:nicole.cash@wisc.edu)

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