

**MASSACHUSETT HIGHWAY ASSOCIATION
TRUST FUND TRUSTEES**

2018 INSTRUCTIONS TO SCHOLARSHIP APPLICANTS

The Massachusetts Highway Association Trust Fund Trustees endeavor to consider each scholarship applicant in a fair and equitable manner. In order to provide a fair and equitable process to all the following instructions must be followed. The adherence to these instructions will be used by the Trustees in consideration of each application.

1. Members as well as children and grandchildren of active, life, and associate members of the MHA may be eligible. Members who have belonged to the MHA for a minimum of three (3) consecutive years prior to the closing date for scholarship applications and who are in good standing with the MHA shall be eligible to file applications for scholarships. Members having the same aforementioned eligibility may sponsor their children and / or grandchildren for a scholarship during the application process.
2. Applicants shall be enrolled in an undergraduate program at either a four-year or a two-year accredited degree granting college. Applicants who have been accepted into such a program for the upcoming school year may also-apply.
3. Applications must be fully completed and shall include relevant documentation of class standing, SAT scores and GPA by including a high school or college transcript copy.
4. Completed applications must be submitted on time and on the current application form to be considered. Applications must be received by **David B. Lane, Secretary, Massachusetts Highway Association, P. O. Box 2004, Danvers, MA 01923 no later than March 2, 2018.** NO ELECTRONIC APPLICATIONS WILL BE CONSIDERED. LATE SUBMISSIONS MAY NOT BE CONSIDERED.
5. Along with the application, the applicant is required to submit a short essay (approximately 200 words) outlining his/her interests, goals, and achievements.
6. A statement of need is required, which clearly documents the applicants need for an MHA scholarship. Applicants shall provide a list of other scholarships (including amounts) that have been or are expected to be received for the upcoming school year.
7. A brief letter of recommendation from a teacher who has personal knowledge of the applicant is required. This letter must be dated within two years of the scholarship application date.

Thank you for following these instructions. Best wishes in this application process and in continuing your education.