



**ASIAN EMPLOYEES ASSOCIATION
AT THE PORT OF OAKLAND**

Asian Employees Association 2021 Scholarship Instructions

Deadline to Submit is April 1, 2021

AEA Scholarship Program

In 1993, the Asian Employees Association at the Port of Oakland (AEA) established a scholarship program to encourage deserving high school students from the community to pursue post-secondary education. Over the years, the program has grown steadily and awarded more than **\$350,000** in scholarships. In the last three years, AEA has awarded over \$25,000 in scholarships.

The first-tier award for the 2021 scholarship is up to \$3,000 and may be increased to \$5,000 depending on the number of applications received or availability of funds. Second, third, and fourth tier awards in lesser amounts will also be awarded. AEA reserves the right to determine the scholarship amounts and number of scholarships awarded.

Additional funds may be awarded at AEA's discretion for COVID-19 relief. AEA reserves the right to determine the amount, the recipient, basis of award, and number of awards. All decisions are final.

2021 Scholarship Essay Topic:

What do you think the post-pandemic future will look like?

Requirements for Scholarship Applicants (refer also to application)

1. High school senior of any ethnicity currently enrolled in a public, charter or private high school in **Oakland, or** a high school senior who is a child of a Port of Oakland employee.
2. *Children of Port of Oakland employees may apply even if they reside and attend a high school outside of Oakland.*
3. Minimum overall weighted GPA of 3.0 (B average)
4. Intends to pursue a bachelor's degree at a four-year accredited university or college or a junior college on a full-time basis

PLEASE NOTE: Distributions of scholarship funds are made after the Committee receives the awardees' certificate of enrollment from the junior college or four-year post-secondary educational institution. Funds must be claimed by December 31, 2021.

Funds not claimed by then are subject to forfeiture. Failure to enroll into a post-secondary educational institution by December 31, 2021 will also result in the forfeiture of your award.

Submission Requirements

To apply for a scholarship award, the following must be submitted to the AEA Scholarship Committee for review:

1. Completed scholarship application form
2. Essay personally written by the applicant
3. If the essay submitted is irrelevant to the topic, the application will be disqualified.
4. Official transcript bearing the school's official seal from the applicant's school
5. A letter of recommendation from applicant's current high school instructor or counselor
6. Please note that the scholarship application form and essay must be scanned and emailed together (in one file) to thanhaea@gmail.com by the deadline.
7. The official transcript and letter of recommendation(s) must be mailed, or hand delivered separately; emails will not be accepted.
8. Video link optional but given bonus points.


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Essay Grading Criteria

Essays will be graded on the following:

- Originality, personal vision
- Grammar, spelling, and overall flow
- **Relevance and responsiveness** to essay question.
(Please note that the essay is a writing exercise. Essays that do not answer the question, ramble on, or contain non-relevant information will be disqualified at the sole discretion of AEA without notice.)
- Bonus Video: Extra credit (5 bonus points) will be added to the overall score if the applicant submits an introductory video (1-minute max). Submission of a video is voluntary.
 - Introduce yourself, the high school you are currently attending, the college you plan on attending, and any extracurricular activities, community service, and awards
 - Save the file in your Google drive and include a link when emailing the application.

Scholarship Selection Criteria

The following will be considered when reviewing the applications:

- Essay quality
- Extracurricular activities, civic involvement, awards, volunteer/work experience, special talent
- Applicant's potential for academic achievement
- Applicant's potential impact on the community, both immediate and long-term

The AEA Scholarship Committee will review the applications and invite a select number of applicants to a personal interview (via Zoom) on a date **between April 26, 2021 and April 29, 2021**. The selected applicants will be notified at least one (1) week in advance of the time and location of their individual interview. Participation at the interview is **mandatory**.

AEA reserves the sole right to determine the recipients, the amount of the prizes, and the number of scholarships awarded. All decisions are final.

The scholarship awardees will be recognized at a Zoom event hosted by the AEA on Wednesday **June 16, 2021**. Participation is **mandatory**.



Due Date for Submission: 4:00 pm P.S.T on Thursday, April 1, 2021

Application: Email Adobe .pdf file to thanhaea@gmail.com

Mail transcript(s) and letter(s) of recommendation by 4:00 pm P.S.T. on Friday, March 26, 2021 so that we receive them by Thursday, April 1, 2021.

Port of Oakland
AEA Scholarship Committee
Attn: Thanh Vuong
530 Water Street, 2nd Floor
Oakland, CA 94607

For questions, please contact Thanh Vuong at (510) 627-1266.

E-mail completed and signed applications and essays together to thanhaea@gmail.com.

Include the video link in the email. Please do not send the video file; only send the link to the video.

The official transcript and letter of recommendation must be sent by mail only; e-mails will not be accepted.



**ASIAN EMPLOYEES ASSOCIATION
AT THE PORT OF OAKLAND**

Asian Employees Association (AEA) Scholarship Program

2021 Scholarship Application Form

DEADLINE TO APPLY: 4 p.m. PST on Thursday, April 1, 2021

Please type or print clearly. Please answer each section thoroughly. You will be scored based upon your responses. Attach additional sheets as necessary.

Applicant's Name (Last Name, First Name, Middle Initial):	
Home Address (street/city/zip):	
Home Phone #:	Cell Phone #:
Email Address:	
Parent/Guardian's Name:	Parent/Guardian's Phone #:
Is your parent(s) a current full-time permanent employee of the Port of Oakland? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Best way to reach you: <input type="checkbox"/> Cell Phone _____ <input type="checkbox"/> Email _____	
Name and Address of your High School:	

Special Attributes/Skills/Sports (i.e., arts, music, foreign language, sports, etc.)

Include all pertinent information. Please add pages as needed.

Type of Skill/Sport	Avg Hours/Month	From/To (e.g., 9/2019 to Present)

Extra-Curricular Activities

Include all pertinent information. Please add pages as needed.

Organization	Position(s) Held (President, Treasurer, Member, etc.)	Roles and Responsibilities	Avg Hours/ Month	From/To (e.g., 9/2019 to Present)

Civic/Community Involvement

Include all pertinent information. Please add pages as needed.

Organization and its Mission	City	Position(s) Held (President, Treasurer, etc.)	Avg Hrs/ Month	From/To (e.g., 9/2019 to Present)

Awards and Special Recognitions:

Include any awards and recognition (e.g., National Merit Scholar, CSF, community service awards, etc.)

Award/Special Recognition	Date Received

Work Experience (If you do not have any work experience, please write “none”. You may include non-paid internships.) Include all pertinent information. Please add pages as needed.

Company	Address	Job Title	Avg Hrs/ Month	From/To (e.g., 01/19 to Present)

Plans or Intention after High School (Please describe your plans, activities, or career plans once you graduate from high school; e.g., intend to pursue a bachelor’s degree at a four-year accredited university or college or junior college on a full-time basis; include any potential plans that would benefit the community in the future, if any)

Required Application Attachments

Essay

PLEASE ANSWER THE FOLLOWING:

What do you think the post-pandemic future will look like?

Limit your response to three pages total, single sided, (12 pt. font minimum), 8-1/2” x 11” on white background, and double-spaced); essays that ramble or do not focus on the topic will be deemed non-responsive and will be rejected. Sign and scan both essay and application together and email to thanhaea@gmail.com by the deadline for consideration.

Acknowledgments (Note: “No” responses will disqualify you for the scholarship.)

- 1) I will attend the scholarship awards Zoom event to be recognized on **Wednesday, June 16, 2021** if selected to receive a scholarship. Yes No
- 2) I will provide a short presentation if selected to receive a scholarship and if requested by the Scholarship Committee. Format/topic to be determined by the Scholarship Committee (usually three minutes maximum). Yes No
- 3) I will attend the required interview via Zoom on a weekday from **Monday, April 26 to Thursday, April 29, 2021** after 5 pm if given at least one (1) week of notice. Yes No
- 4) I will provide a certificate or verification of enrollment within 2 months of starting a four-year post-secondary educational institution or junior college full-time. This is required to receive the scholarship funds. Yes No
- 5) I will start a four-year post-secondary educational institution or junior college full-time by December 31, 2021. Yes No
- 6) I have at least a minimum overall weighted GPA of 3.0 (B average). Yes No
- 7) If selected, I will accept scholarship award funds within 10 business days of providing AEA with the certificate or verification of enrollment. Yes No

Letter of recommendations from your current high school instructor or counselor AND Official Transcript from current high school mailed to:

Port of Oakland
AEA Scholarship Committee
Attn: Thanh Vuong
530 Water Street, 2nd Floor
Oakland, CA 94607

Inquiries may be directed to Thanh Vuong at (510) 627-1266 or thanhaea@gmail.com.

SIGNATURE OF APPLICANT

DATE

Applicant’s Name: _____