### South Dakota Retailers Association

P.O. Box 638 | Pierre, SD 57501 | [www.sdra.org](http://www.sdra.org/) | (605) 224.5050 | [donna@sdra.org](mailto:donna@sdra.org)

**SDRA Scholarship Program - 2024-2025 School Year**

**In 2023, six scholarships were awarded in amounts ranging from $2,100 to $3,500.**

**The number and dollar amount of scholarships awarded varies annually.**

**The scholarships are awarded in memory of former SDRA Executive Director Jerry Wheeler.**

**Instructions**

* Please type or print your answers. The essay portion may be submitted via YouTube rather than in written format.
* High school students are eligible if they meet education or ProStart requirements; see eligibility criteria (page 4).
* Electronic version: A fillable Word version of this application is available at sdra.org/scholarships.html.
* Deadline: Completed application, references and grade transcripts must be emailed or mailed to the South Dakota Retailers Association by April 23, 2024; mailed applications must be postmarked by April 23, 2024.

**Name & Contact Information**

Name of applicant: Click or tap here to enter text.

Permanent mailing address: Click or tap here to enter text.

City: Click or tap here to enter text. State: Click or tap here to enter text. Zip: Click or tap here to enter text.

Cell: Click or tap here to enter text. Home phone: Click or tap here to enter text.

Email: Click or tap here to enter text. *(we will confirm receipt of your application via email)*

If a South Dakota Retailers Association Board Member has a job opening that they think would match your skills or interests, can they contact you? If yes, please check the box at the left.

**Scholastic Information**

In the fall of 2024, applicant will be enrolled in:

Technical college / Trade school / Certified professional training institute  University / College

School you plan to attend in the fall of 2024 Click or tap here to enter text.

Location of school: (city) Click or tap here to enter text. (state) Click or tap here to enter text.

Your major field/s of study: Click or tap here to enter text.

Number of credit hours you will be taking in the fall of 2024: *(approximate)* Click or tap here to enter text.

Anticipated month and year of graduation: Click or tap here to enter text.

Approximately how many credit hours will you have completed by September 1, 2024?

Technical college/trade school/training institute credit hours

University/college credit hours

**Application Checklist**

**Please check whether you are including the following with this application, or if they will be sent separately.**

2 letters of reference  Included  Sent Separately

(at least one from a business owner or business manager; do not provide a letter of reference from your parent)

Most recent college, tech school or professional training institute grade transcript  Included  Sent Separately

Essay (goals, personal challenge, accomplishments)  Included  Sent Separately

**High School Education**

High school you attended Click or tap here to enter text.

City Click or tap here to enter text. State Click or tap here to enter text.

Month/year of graduation from high school Click or tap here to enter text.

Obtained high school equivalency (such as a GED) Year Click or tap here to enter text. State Click or tap here to enter text.

**Education Information**

**Provide names of post-secondary schools you are currently attending or have attended previously.**

|  |  |  |
| --- | --- | --- |
| **Technical Institute • Trade School • Certified**  **Professional Training Institute • College • University** | **Attended (from - to)** | **Major** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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**Family**

**Please tell us in what occupation your parents/guardians are or were engaged (i.e. teacher, farmer, hardware store owner, bank teller, store clerk). For "place of employment", please provide the name of the company or agency the individual works/worked for or owns/owned.**

Name of parent/guardian Click or tap here to enter text.

Occupation Click or tap here to enter text.

Place of employment Click or tap here to enter text. City/State Click or tap here to enter text.

Name of parent/guardian Click or tap here to enter text.

Occupation Click or tap here to enter text.

Place of employment Click or tap here to enter text. City/State Click or tap here to enter text.

**Career Goals**

Specific type of business you want to own, manage, or work in Click or tap here to enter text.

Click or tap here to enter text.

Position you plan to hold in that business Click or tap here to enter text.

Click or tap here to enter text.

Where (city or state) would you like to be located? Click or tap here to enter text.

Why do you want to live and work in that city or state? Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

**Employment History**

**LIST YOUR CURRENT OR MOST RECENT JOB FIRST. Include full-time, part-time, temporary, and seasonal work.**

**If job information doesn't fit in a box, you can continue information in the next box below it.**

**OPTION: You may submit a resume in place of completing this section.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Place of employment (Include name of business & city)** | **Type of business** | **Employment dates (from - to)** | **Your position or job duties** |
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**Tell Us More About Your Goals (May Be Submitted Via YouTube)**

**TYPE OR PRINT** on a separate sheet or sheets of paper. **WORD LIMIT:** 400 words per section.

**YouTube:** This part of the application may instead be submitted via YouTube.

**Time Limit:** 5 minutes total.

**If Submitting Via YouTube**: Please email the link to [donna@sdra.org,](mailto:donna@sdra.org) and check the box below.

Submitting via YouTube

1. **Goals:** Please tell us about your plans for the future, such as:

* Your career goals - be very specific about the type of business in which you are interested, and the position you want to hold.
* Why do you want to be in the field you have chosen?
* What persuaded you to choose this field of study?
* Why is a career in retail or business important to you?
* What skills do you possess that will help you reach your goals?
* What job experience do you have that will help you reach your goals?
* Where do you hope to be and what do you hope to be doing in 10 years?

1. **Personal Challenges**: What is the most difficult challenge or obstacle you have faced? How did you handle it?
2. **Accomplishments/Activities:** Please tell us about any special accomplishments in your personal, community or academic life, or involvement in school or community activities.

**If You Are Currently a High School Student**

1. By September 1, 2024: will you have completed Levels 1 and 2 of ProStart?  Yes  No
2. Have you successfully completed ServSafe training and certification?  Yes  No
3. By September 1, 2024: will you have completed either 24 university credits or 12 technical college credits?  Yes  No

(If yes, please provide a transcript showing the courses you have taken and credits earned)

**5 STEPS TO TAKE WHEN APPLYING**

**Mail completed application:**

South Dakota Retailers Association

P.O. Box 638 • Pierre, SD 57501

**Email completed application:**

[donna@sdra.org](mailto:donna@sdra.org)

**Deadline** Application and other materials must be emailed or postmarked

by April 23, 2024

For more information, call 605.224.5050

-or- email [donna@sdra.org](mailto:donna@sdra.org)

1. **Fill out the application:** Please type or print legibly.
2. **Goals:** Type or print your goals, challenges and accomplishments -or- submit

via YouTube and email the link to [donna@sdra.org](mailto:donna@sdra.org) (see page 3).

1. **Transcript:** Obtain a copy of your most recent grade transcript.
2. **References:** Obtain two letters of reference. At least one must be from a person who

currently owns or manages a business. (Please don’t submit a letter from a parent)

1. **Send it in:** Mail or email the completed application, grade transcript, goals and

accomplishments information, and letters of reference.

**WHO IS ELIGIBLE**

1. **Career in Retail:** Applicant **must** desire a career in a retail or retail-related field as an

owner, manager or employee.

1. **Type of School:** Applicant must enroll in a retail or retail-related course of study at a

**FAQ**

**Q: If I graduated from a South Dakota high school but I'm going to attend college or tech school**

**in another state, am I eligible?**

Answer: Yes.

**Q: Do I have to already be officially enrolled for the fall semester at the time I submit this application?** Answer: No.

**Q: Are high school seniors eligible?**

Answer: High school students are eligible if they will meet one of these three criteria by September 1, 2024:

* have obtained at least 24 university/college credits

*-OR-*

* have at least 12 credits from a technical college/ tech school or certified professional training institute *-OR-*
* have successfully completed ProStart levels 1 and 2 and have successfully completed ServSafe training and certification

Documentation - such as a grade transcript - must be provided with the application.

qualifying, accredited technical school, college, university, or certified professional

training institute in the fall of 2024. Enrollment in an online degree program from

a qualifying school is acceptable.

1. **Retail/Retail-Related Field of Study:** Examples of fields of study considered to be retail

or retail-related include (but are not limited to): Accounting, Agribusiness *(retail agribusiness)*,

Apparel Merchandising, Auto Mechanics, Automotive Technology, Business Administration,

Business Management, Collision Repair, Computer Science, Commercial Baking, Cosmetology,

Culinary Arts, Diesel Mechanics, Electrical Maintenance, Entrepreneurial Studies, Gemology,

Hotel/Restaurant Management, HVAC, Landscape Design, Pharmacy, Photography, Printing

Industries, Sales/Marketing Management, and Tourism Industry Management.

*(NOTE: this list is not all-inclusive.)*

1. **South Dakota Education -** Applicant must meet one of these three requirements:

* have graduated from a South Dakota high school *-OR-*
* have earned high school equivalency (such as a GED) in South Dakota -*OR-*
* plan to attend post-secondary school in South Dakota

1. **Credits / Full-Time Work Experience / or ProStart:**

Applicant must meet one of these four requirements:

* have 24 or more credits from a qualifying college or university by Sept. 2024 -*OR*-
* have 12 or more credits from a qualifying technical college, trade school or certified
* professional training institute by Sept. 2024 -*OR*-
* have successfully completed Levels 1 and 2 of ProStart, and have successfully completed
* ServSafe training and certification -*OR*-
* for non-traditional students who have full-time work experience after high school, the

education requirement will be waived

1. **Credit Hours:** Student **must** enroll in 12 or more credit hours of classes at a qualifying post-

secondary school or online degree program for the fall of 2024. (Internships do not qualify.)

1. **Prior Recipients:** Previous recipients are eligible.

**NOTIFICATION & PAYMENT**

* **Recipient Announcement:** In July of 2024, all applicants will be notified by email or mail

whether they have been selected as a scholarship recipient.

* **Payment:** Scholarship will be paid directly to the school. If a recipient changes schools or majors,

SDRA must be notified prior to funds being disbursed. SDRA will determine whether the applicant

remains eligible for the scholarship.

**BY SUBMITTING THIS APPLICATION**

The applicant certifies that they have answered all questions truthfully, and understands that the

application and all accompanying materials may be confirmed by SDRA and will be used for the

purpose of evaluation and selection by the Scholarship Committee.