



About Our Program:

Washington State Department of Transportation's On-the-Job Training Support Services Program (OJT/SS) and Pre-Apprenticeship Support Services Program (PASS) provide pre-apprenticeship training, preparatory, and apprenticeship scholarship opportunities to support the participation of women, minorities, and other disadvantaged individuals in the highway construction and maritime workforce.

To Qualify:

1. Fully complete this application. If any fields are left blank, the application will not be accepted.
2. Be a Washington State resident.
3. Be a woman, minority, or other disadvantaged individual.
4. Provide proof of enrollment of your selected highway construction or maritime trade school.
5. Submit your application along with your proof of enrollment to WSDOT by email at OJTSSinfo@wsdot.wa.gov. If you'd prefer to complete this application by hand and mail it in, please send an email to the above listed email address, letting us know of your intent to mail. Then, mail the application and documents to:

Office of Equity and Civil Rights
PO BOX 47314
Olympia, WA 98504-7314

What to Expect:

1. Once we receive and review your application, we will respond, letting you know we are in the process of reviewing your information.
2. After a decision has been made, we will send a follow up email, informing you of the award or denial.
3. Please follow up with the trade school and let them know if you were awarded a scholarship.
4. We will then need to receive an invoice from the trade school and will issue payment as soon as possible. Payments are issued in about 30 days.

Due to the popularity of this program and the limited nature of program funding, we will award priority to first-time applicants. We request that all who have recently received scholarship awards limit their second or third requests to quarterly or 90- days between requests.

Essay Question #1 (for first time applicants only - second application, see next page)

Please describe your interest in either: the highway construction trades, or the maritime trades, and how you hope to use your education and training to work in highway construction trades or maritime trades related work. Please explain why you are suited for work in the state of Washington in your identified trade, either working with a union, construction company, or for WSDOT/Washington State Ferries directly.

Essay Question #2 (for second & third time applicants only)

How has your education or training for work in the highway construction trades or maritime trades been going? What has been the most meaningful part of your education or training thus far? What has been the biggest obstacle you've overcome? What are you most proud of accomplishing so far? What steps will you take for securing work in the state of Washington in highway construction trades or maritime trades? Do you have any concerns or known barriers you might face once you're ready to go to work? Please include an update on where you are in your educational/training journey.

Applicant must *initial* to certify the below:

I am a Washington State resident.

If I am awarded a scholarship, I agree that any awarded amount will be paid directly to the listed program.

I authorize WSDOT to distribute these funds on my behalf.

By signing below, I certify that, to the best of my knowledge, all statements on this form are true and correct. I also acknowledge that the information that I have provided is maintained for reporting purposes only.

Signature of Applicant

Date

Authorized Organizational Representative

Date

Title VI Notice to Public

It is the Washington State Department of Transportation's (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT's Office of Equity and Civil Rights (OECR). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OECR's Title VI Coordinator at (360) 705-7090.

Americans with Disabilities Act (ADA) Information

This material can be made available in an alternate format by emailing the Office of Equity and Civil Rights at wsdotada@wsdot.wa.gov or by calling toll free, 855-362-4ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.