

# WORLD FLOOR COVERING ASSOCIATION

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## TRADE SCHOLARSHIP PROGRAM

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The World Floor Covering Association (WFCA) offers its *Regular Member* organizations a scholarship program, designed to help their businesses and the floor covering industry grow and prosper through education and training.

Only WFCA *Regular Member* organizations are eligible to participate. Associate member organizations are not eligible. Trade Scholarship awards are limited to principals and full-time employees of WFCA *Regular Member* organizations in good standing with the association at the time of the course or program.

Scholarship awards are intended to help defer participant registration fees; ***personal and/or travel expenses are not eligible for reimbursement.***

**Programs offered by the WFCA and the International Certified Floorcovering Installers Association (CFI) qualify for up to 100% of course tuition/registration fees paid. All other approved programs qualify for up to 50% of course tuition/registration fees paid. (Trade Scholarships will be paid based on the lowest published registration rate.) Approved online training programs will be eligible for reimbursement at 100% up to the maximum allowable amount of \$100. Funds may be used for WFCA Industry Certification and renewal fees.**

*This is a line budgeted WFCA membership benefit program that terminates when funds are depleted. Funds are allocated quarterly to ensure availability throughout the year.*

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## GUIDELINES

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1. Trade scholarship applications **must include** all of the following:
  - **A completed and signed application form.** Do not leave any sections blank.
  - **A brochure or announcement** of the training event, describing the program, dates, location and cost.
2. **Important:** To be considered, application materials must be received for review and approval by the WFCA **at least 30 days prior to the first day of the training event, but not sooner than 60 days prior.** (For example: Date of event September 15, 2011 – apply by August 15, 2011, but not before July 15, 2011.) Applications for online training may be submitted at the time of registration; 30 day notice is not required.
3. Scholarships must be used for training programs approved by the WFCA, and must be used exclusively for training *directly related* to the enhancement of the member's business.
4. It is each member's responsibility to individually submit a signed trade scholarship application and to register for the training program (group applications are not accepted).
5. WFCA must be notified if a scholarship recipient cancels or does not attend a program. Any monies not refunded by a program will be charged to the member's cumulative total.
6. All scholarships must be used within the current fiscal year (July 1 through June 30). Scholarships funds unused during the current fiscal year will not be carried over into the next fiscal year.
7. Each *Regular Member* organization is eligible to apply for a cumulative total of \$500 in trade scholarships per year. Up to \$100 **may** be used for approved online training programs.

The World Floor Covering Association (WFCA) may, at its discretion, change the Trade Scholarship program rules, regulations and awards at any time, with or without notice. This means membership in the association does not entitle program participants to any vested rights with respect to credits, awards or program benefits. Members may not rely on the continued availability of any award. Any award may be withdrawn or subject to increased requirements or new restrictions at any time. World Floor Covering Association may, among other things, (1) withdraw, limit, modify or cancel any award; (2) change program benefits, conditions of participation, rules for earning, retaining or forfeiting awards; or (3) otherwise restrict the continued availability of awards or special offers. WFCA may make any one or more of the changes at any time even though such changes may affect your ability to earn an award. The WFCA reserves the right to end the Trade Scholarship program with or without notice.