

OPPORTUNITY GRANT NEWSLETTER

Real Students, Real Scholarships



Have you ever thought about applying for a scholarship, then decided not to because you figured it wasn't worth the effort? If this sounds like you, then think again. Current LWTC students are being awarded scholarships all the time, and you could be next! Adria and Keayleen spoke with LWTC nursing pre-requisite student Rachelle Kiesel this month about her experience with scholarships.

Question: How have scholarships helped you?

Rachelle: I pretty much got through my RN pre-requisites at LWTC with scholarships. They were able to help me through a total of 5 quarters. One of my main concerns is childcare, and scholarships have helped me pay for that. It was definitely worth the effort to apply. I was able to split some of my scholarships between quarters so that I could spread them out longer rather than using them all up at once.

Question: Which scholarships have you been awarded?

Rachelle: This school year I have gotten the Altrusa Scholarship for \$1,000.00, The Masonic Lodge Scholarship for one quarter of tuition and books, and the New Horizons for Women scholarship for \$1,000.00.

Question: What was the application process like?

Rachelle: The application process for each scholarship is different. The Altrusa and New Horizons scholarships only required me to fill out one application for the LWTC Foundation. The questions were the same for both scholarships, and I didn't need to submit an essay or letters of recommendation. Most people think that you need to write a long essay or get recommendations for every scholarship. That isn't always true. The whole process only took me about an hour. I'm working on a scholarship application now that requires an essay and a letter of recommendation from a faculty member. This one is taking me longer to finish, but I plan to use my essay and letter for future scholarship applications as well.

Question: How many scholarships did you apply for total?

Rachelle: I think I applied for about 7 and got 3.

Question: Do you have any tips for other students who are working on scholarship applications?

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Networking With Kate



Networking is one of the most important skills a job-seeker needs to master in order to have a truly successful job search. We interviewed Kate Conant from the Lake Washington Technical College Employment Resource Center to find out why networking is so important.

What is networking?

Networking is simply letting the people you know, know that you are available for a certain type of work. It's letting them know a little more about your skills and background than you would necessarily fit into the normal chit-chat – but if you practice your approach so it sounds casual, confident and cheerful, it blends in with the chit-chat.

Why is networking important?

Employers report that the #1 source of newly hired employees is from referrals. Someone at the company knew someone who recommended you to be their next employee.

The opening is never even advertised before it is filled by someone-who-knows-someone. As a job seeker, it's your challenge to become the person who is recommended to be hired.

Isn't that unfair?

Think of it this way, say you are the employer. You want someone to come in and clean your house. Are you going to hire anyone off the street? A complete stranger? And let them in your home? No! You will ask your friends if they can recommend someone. An employer is the same way. They are anxious about hiring someone. They don't want to hire a person who is a complete unknown. What if the person doesn't work out? They have to spend 8 hours a day working closely with this person!

Referrals ease the employers anxiety level. If someone recommends you, it's reassuring. You are a known quantity. You are the friend of my friend so you must be OK. Also, taking referrals allows the employer to avoid, or shorten, the laborious hiring and interviewing process.

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Need a Job?



Are you looking for a job? Whether you're getting ready to graduate and start your career or looking for a part time job while you're in school, there is help available for you. Did you know that there is an Employment Resource Center on the LWTC campus? Here are some of the wonderful (and free!) services that are available just for you.

LWTC Career Services On-line

LWTC has its very own job search site just for students. This is a place where local employers who want to hire Lake Washington students and recent graduates go to post their open positions. As a LWTC student you can search this site for jobs in your field, upload your resume, and apply. To use this service, all you need to do is go to <https://www.myinterfase.com/lwtc/student/> If you're new to the job board, you will need to create a username and password by clicking "click here to register!" at the bottom of the page. Log in, and you're on your way to finding the perfect job!

WorkPlace 101 Series

Now that you've found the perfect job, how do you get it? The Employment Resource Center puts on a series of free workshops to help you answer this question. WorkPlace 101 is a 5 week series that is designed to help you find, apply for, interview for, and succeed at your ideal job. The topics of the workshops include **Applying for a Job Online – Mastering the Mystery, Power Resume – Getting the Interview, Interviewing I – How to prepare / What to say, Interviewing II – Mock Interview and Preparing for the Job Fair**. All five classes will be held from 12:00 – 1:00 in room W204F. You can attend all 5, or just 1. No need to register, just show up!

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HOBET 101



Are you planning to apply to the Registered Nursing program or the Dental Hygiene program at LWTC? If so, then you've probably already heard about the HOBET.

HOBET stands for **H**ealth **O**ccupations **B**asic **E**ntrance **T**est. This test is used as part of the admissions process for both the **RN** and **Dental Hygiene** programs at LWTC, as well as for the **LPN** program that is run jointly with Edmonds Community College. Here are a few **HOBET FAQs**:

What is the HOBET all about? The HOBET is a timed test that focuses on your Math and English skills. The test is computer based. The first half of the test covers Math, going up to basic algebra. The second half of the test covers English by testing your reading and comprehension. There is also a critical thinking section that is only used by the Dental Hygiene program.

What is it used for? Your HOBET score is **one** of the things that determines whether or not you are accepted into the RN, LPN or Dental Hygiene program.

When and where can I take it? You can make an appointment to take the HOBET at the LWTC Assessment Center in W204. It is offered Monday, Tuesday and Wednesday at 8:00, 9:00 and 1:00 **by appointment**. The test takes about 2 hours. Call (425) 739-8115 to make an appointment.

How much does it cost? \$40.00

What if I want a re-take? No problem! You are allowed to take the HOBET twice per year (every 365 days). You must **wait 30 days** after you take the HOBET the first time before you can take it again.

I want to practice / learn more! Great! Come to a **FREE HOBET 101 Workshop** at LWTC!

HOBET 101 Workshop Schedule:

Friday, February 6th	11:00—12:00	W204F
Friday, February 20th	11:00—12:00	W204F
Friday, March 6th	11:00—12:00	W204F
Friday, March 20th	11:00—12:00	W204F

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Applying for a Job Online	January 21st
Power Resume	January 28th
Interviewing I	February 4th
Interviewing II	February 11th
Preparing for the Job Fair	February 18th

Employment and Education Fair

On **February 25th**, LWTC is hosting the 11th Annual Employment and Education Fair. This is a huge career fair, complete with representatives from local universities and the Puget Sound area's top employers. The event is held right here on the LWTC campus on the first and second floors of the East building. Bring your resume and visit employer booths to talk about job opportunities and university booths to discuss your transfer options. Stop by in the morning to sit in on the Employer Panel where top employers talk about their industries and companies, and share their job search advice. Maybe you'll make the connection that lands you your dream job!



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How do you network?

For starters, develop contacts—friends, neighbors, fellow church- and activity club members, former classmates, people in associations—anyone who might help generate information about job leads. Contact everyone you know, you may be surprised by the people they know.

If you're attending a party or event it is appropriate to mention in casual conversation that you are seeking employment. It's a good idea to develop a "pitch." First introduce yourself. Explain your interest in a company as an employer. Make sure to talk about your qualifications, skills and what job positions you're looking for. You can ask questions like "Do you know of anyone that works in _____ field?" "Are there any openings at _____?" "Do you mind if I use your name when I contact _____?"

Email is a perfectly acceptable way to network as well. Keep your message brief and to the point and be sure to check your spelling, grammar and punctuation. Once you've emailed your contact, allow at least five business days for a response. If you don't receive a response, it's ok to send one more follow-up email— but let the contact

go if you still don't hear back.

Formal networking is also an option. Try going to association meetings or events. If you belong to any email listservs or discussion groups use them.

Also, make sure that you have an up to date resume and cover letter. Customize for each unique recipient.

When is the best time to start networking?

The best time to start networking is while you're still in school. Take advantage of opportunities to job shadow, join associations and the experience you get from interning, work-study and part-time jobs.

If you have additional questions about networking for a job, please contact Kate Conant at (425) 739-8132.



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Rachelle: Apply! You won't get anything if you don't apply. Take the time to fill out your scholarship applications. Answer the questions carefully, and really think about them. Set aside time on a weekend specifically to work on scholarship applications. If you need letters of recommendation, ask your teachers early. I've found that e-mail is a great way to approach them about this. Take the time to fill out scholarship applications. It will pay off!



THANK YOU RACHELLE!

PS: Adria and Keayleen would be happy to help you choose and apply for scholarships! If you have any questions, just ask!



Meet the Opportunity Grant Staff



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