



Every step of the way

DME Plastics University[®] CONTINUING EDUCATION SUPPORT

Our Commitment

DME is committed to being an essential resource to the plastics industry. In recognition of the need to advance training and education within the plastics industry, we've set up a Continuing Education Support program to provide funds to our customers so that they can enhance the skills of their current employees.



DME Plastics University[®]

Continuing Education Support Rules

AM I ELIGIBLE?

To be eligible for D-M-E's continuing education funds, you must meet the following general eligibility requirements:

- Applicant must be employed by a current D-M-E customer that has placed an order within the past 12 months.
- Courses must be in the plastics industry. Related coursework that is non-plastics specific may be considered.
- Must complete the application form and all required documents.

HOW DO I APPLY?

In order to be considered, you must follow these steps and submit an application package.

Step 1: Complete and sign the application form.

Step 2: Complete the additional requirements as documented: letter of recommendation, copy of employer's tuition reimbursement policy (if any), a job description summary, a summary of employment history and a personal summary statement that includes qualifications and career goals.

Step 3: Submit to D-M-E by the appropriate deadline date below. Email information to education@dme.net or mail to:

DME Company
Attn: DME Plastics University
29111 Stephenson Highway
Madison Heights, MI 48071-2383

HOW ARE DECISIONS MADE?

DME continuing education support dollars are intended to encourage and support DME customers by advancing the skill sets of their employees. Information is drawn from your application, personal statement and recommendations. The DME Selection Committee considers a variety of factors including:

Interest in the Field: Knowledge of plastics. Demonstrated interest in continuing education.

Personal Qualities: Motivation, social values, maturity, goals.

WHO MAKES THE DECISIONS?

D-M-E's continuing education program is administered by the D-M-E Selection Committee. The program's rules govern application for, and granting of, all educational support dollars.

WHAT ELSE SHOULD I KNOW?

1. DME will award \$1,000 continuing education support dollars/scholarships to be used over the course of a year.
2. Awards are specific to courses, with funds being provided directly to the educational institution/entity. (Courses will be paid for at cost, up to but not exceeding \$1,000.)
3. All applicant materials must be submitted together by the applicant.
4. The application and materials must be received by July 15 for consideration of funds for August – December curriculums, or by December 1 for consideration of funds for January – June curriculums.
5. All applicants will be contacted following the committee review. Award winners will be notified by mail beginning July 30, and December 15.
6. An officer of the recipient's employer must sign an acknowledgement form and return it to D-M-E in order for the scholarship to be awarded.

WHERE CAN I DOWNLOAD THE RULES AND APPLICATION?

Official rules and application forms are available online at www.dme.net/education.



DME Plastics University[®]

Continuing Education Application Form

Name of Applicant _____

Applicant's Place of Employment _____

DME Customer Number _____

WORK ADDRESS

Street _____

City _____ State _____ Postal Code _____

Country _____

Phone _____ Work Email _____

HOME ADDRESS

Street _____

City _____ State _____ Postal Code _____

Country _____

Phone at this address _____ Personal Email _____

COURSE INFORMATION

Desired Course _____

Description of Course _____

Name of Organization/Institution Conducting Course _____

Address/Location of Course _____

City _____ State _____ Postal Code _____

Country _____

Cost of Course _____

(See page 4 for application checklist)



DME Plastics University[®]

Continuing Education Application Checklist

I HAVE ENCLOSED THE FOLLOWING:

- A completed application form.
- A letter of recommendation from employer.
- Copy of employer's tuition reimbursement/educational assistance policy, if any.
- A job description/summary of current position.
- A summary of employment history, starting with your most recent job. Also include an overview of any previous training.
- A one- to two-page typed statement telling why you are applying for the continuing education dollars, your qualifications, and your career goals.

APPLICATION STATEMENT

The information provided in my application is, to the best of my knowledge, complete and accurate, and I understand that false statements on this application will disqualify me from the D-M-E Continuing Education Program. I give my permission for any college or school to release the information necessary to D-M-E in order to process my application.

Applicant's Signature: _____ Date: _____

RETURN APPLICATION AND SUPPORTING MATERIAL TO:

DME Company
Attn: DME Plastics University
29111 Stephenson Highway
Madison Heights, MI 48071-2383
Or email to education@dme.net

www.dme.net/education

