**RULES AND REQUIREMENTS**

1. ***Award***
2. SEAoT Houston Chapter offers one scholarship cash grant of $1250.
3. The applicant is responsible for ensuring that the completed original application form is received by the SEAoT Houston Chapter Scholarship Committee no later than **October 31, 2022**. Failure to send ALL of the following information will result in automatic disqualification.
4. The SEAoT Scholarship Committee will review applications in November 2022. The committee will take into consideration each applicant's interest in Civil/Structural engineering, grades, and extracurricular activities.
5. Scholarship recipient will be announced no later than November 30, 2022.
6. ***Eligibility***
7. Applicant must be enrolled as either a Senior Student (2022-2023 school year) or Graduate Student at one of the following schools at the time of application:

* Prairie View A&M University
* Rice University
* Texas A&M University, College Station
* The University of Houston

1. Applicant must pursue a degree relating to a career in Civil/Structural Engineering.
2. Applicants must have a GPA of 2.75 or higher.
3. ***SCHOLARSHIP SELECTION PROCESS***

The basic process for evaluating applicants and awarding scholarships is as follows:

***STEP 1: Standard Selection Criteria:***All applicants are evaluated by at least **three judges** from the scholarship committee and/or board members based on the following four standard criteria:

* ***High Academic Achievement:***This is based on the academic transcript, and by testimony to applicants’ scholarly excellence that is provided by minimum of **two letters** of recommendation by either a university faculty or a work/internship supervisor **(10 points)**.
* ***Financial Need:*** This is based on the information provided by the applicant’s letters of recommendation; plus, any reinforcing narrative he/she provides in the essay **(5 points)**.
* ***Recognized Contribution to the SEAoT Organization:*** This is based on information presented in Section IV of the application form, by information provided, by applicant’s letters of recommendation, by resume, plus any reinforcing narrative provided in their essay **(10 points)**.
* ***Recognized Contribution to any other Civil/Structural Organization:*** This is based on information presented in Section IV of the application form, by information provided by applicant’s letters of recommendation, by resume, plus any reinforcing narrative provided in their essay **(5 points).**

***STEP 2: Decision Making:***Using information gathered in Steps 1, the judges, will determine which candidate should receive the scholarship.

***STEP 3: Conditional Offers of Scholarships:*** Candidate selected in Step 2 will be emailed conditional offers of scholarships (by November 30, 2022). They will be asked to provide additional information (e.g., validation of enrolment in the 2022-2023 academic year, etc.) by a given deadline. Should they respond in a timely way with the requested information, the conditions will be removed, and they will be awarded a scholarship.

***STEP 4: Confirmation of 2022 Scholarship:*** With all conditions met, scholarship recipient will be officially advised by email of their award. As a courtesy, applicants who are unsuccessful in the 2022 scholarship program will be notified by email.

***STEP 5: Scholarship Awards Ceremony:***This ceremony is scheduled for one of the SEAoT general meetings (virtually). The scholarship recipient will be invited. An applicant’s inability to attend the awards ceremony will not impact his/her eligibility for a scholarship.

1. ***Miscellaneous***
2. For application questions, please contact SEAoT Scholarship Committee:

* Sara Z. Buerstinghaus, ztwx33@gmail.com
* Paul Gugenheim – (832)309-5584, [paul@fiberwrap.com](mailto:paul@fiberwrap.com)

1. Complete the application and email the completed application packet to SEAoT Scholarship Committee.

***Application Form***

*Please type all information requested. Hand-written responses will not be accepted.*

**II. PERSONAL INFORMATION**

1. Name: Click or tap here to enter text.
2. Home Address:

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

1. Phone No. Click or tap here to enter text. Email Address: Click or tap here to enter text.

**III. SCHOLASTIC INFORMATION**

1. School attending: Click or tap here to enter text.
2. School address:

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

1. Student ID: Click or tap here to enter text.
2. Expected graduation semester/year: Click or tap here to enter text.
3. Major: Click or tap here to enter text.
4. Status:  Senior  Graduate Student
5. Thesis topic (if Graduate Student) Click or tap here to enter text.
6. Undergraduate research experience (if applicable)

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

1. Overall GPA: Click or tap here to enter text. Major GPA: Click or tap here to enter text.
2. List other colleges/universities and the years attended with degree pursued:

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

1. List work history (if applicable)

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

**IV. ADDITIONAL APPLICATION MATERIALS**

* *Unofficial College Transcripts*

An unofficial transcript from all colleges and universities attended.

* *Two Letters of Recommendation from Structural Engineering Faculty*

Please provide the name, position, and address of the structural engineering faculty members from whom you have requested letters of recommendation. These faculty members should attest to your achievement in structural engineering related coursework and activities. Faculty members should email letters of recommendation to the SEAoT Scholarship committee.

1. Name: Click or tap here to enter text.

Position: Click or tap here to enter text.

Address:

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

1. Name: Click or tap here to enter text.

Position: Click or tap here to enter text.

Address:

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

1. Name: Click or tap here to enter text.

Position: Click or tap here to enter text.

Address:

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

**IV. EXTRACURRICULAR ACTIVITIES** (List all activities, number of years, and offices held)

1. Student Activities (student government, clubs, organizations, etc.)

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Community & Volunteer Activities

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

**VI. ESSAY**

A. In a separate document, submit a typed, short essay of no more than one page addressing the topics below:

1. How was your interest in **structural** engineering first developed?
2. What are your career aspirations and what do you hope to achieve professionally with your degree?
3. How do you hope to affect your community?

**Certification**

I hereby certify that all the information submitted on this form and accompanying materials is true and accurate to the best of my knowledge. I understand that submitting non-factual information will automatically disqualify me from any consideration for a scholarship and/or result in forfeiture and recovery of an award.

Signature: Click or tap here to enter text. Date: Click or tap here to enter text.