AIAA Savannah Undergraduate Scholarship

1. **Description.** The Savannah Section of the American Institute of Aeronautics and Astronautics (“the Section”) shall annually award a single monetary scholarship to a local undergraduate or high school senior, provided sufficient Section financial support exists. The scholarship will aid with the costs associated with attending an eligible university.

2. **Purpose.** The purpose of this scholarship is to improve access to higher education for a qualified local student interested in the aerospace field.

3. **Award.** The amount of the award shall be a single payment of $1000.00. The award does not automatically renew, however an award recipient may apply for subsequent scholarship awards. No recipient may receive the award more than three times. The award will be issued directly to the student to cover tuition and costs associated with attending an eligible university.

4. **Funding.** To prolong the life of the scholarship program, the award shall be funded using a low-risk financial instrument with a sustained interest rate providing the greatest return.

5. **Process.** The following shall be the general process from application to awarding of the scholarship:
   
a. The application shall be made available to all prospective candidates by February 15 of each year.
   
b. Applications must be **received** by May 15. All applicants will receive notification that their application has been received by the Section and will be reviewed once the application deadline has passed.
   
c. Decision on the final award recipient shall be made by June 1. The Scholarship recipient shall be notified by electronic and postal mail within one week of the decision.
   
d. Acceptance of the award will require a signed letter of understanding to be submitted to the Section confirming that the applicant meets all requirements and is eligible for the award.
   
e. Upon acceptance of the award and receipt of the letter of understanding, a check and award certificate will be delivered to the scholarship recipient. The payment will be made directly to the student with the understanding that the award is to be used for costs associated with attending the eligible university.
   
f. Once the scholarship has been awarded, all other applicants will be notified of such via e-mail.
6. **Eligibility.** The following conditions must be met for an applicant to be eligible for the scholarship award:

   a. **The applicant must either be:**
      
      i. A graduating high school senior from a public or private school in one of the counties listed below. The student must be enrolling full-time at a university with an ABET accredited degree program.
         1. Bryan County, Georgia
         2. Bulloch County, Georgia
         3. Chatham County, Georgia
         4. Effingham County, Georgia
         5. Jasper County, South Carolina
         6. Beaufort County, South Carolina
      
      ii. A continuing undergraduate student currently enrolled full time in an ABET accredited degree program who currently lives in or has lived in one of the counties listed below.
         1. Bryan County, Georgia
         2. Bulloch County, Georgia
         3. Chatham County, Georgia
         4. Effingham County, Georgia
         5. Jasper County, South Carolina
         6. Beaufort County, South Carolina
   
   b. The applicant must be pursuing a degree relevant to aerospace engineering. Acceptable degree programs include:
      
      i. Aerospace/Aeronautical/Astronautical Engineering
      
      ii. Mechanical Engineering (provided a specific Aerospace/Aeronautical/Astronautical Engineering degree program does not exist)
      
      iii. Other degree programs may be considered depending on the applicant’s interest in the aerospace/aeronautical field.
   
   c. The applicant must submit a **complete** application to the Section on time.

7. **Application Requirements.** Applicants must provide the following for their application to be considered (incomplete applications will not be considered):

   a. A completed application form;
   
   b. Two letters of recommendation from instructors, counselors, or AIAA Savannah Section members;
   
   c. An essay in response to the prompt on the application form;
   
   d. A current résumé or curriculum vitae;
   
   e. A current academic transcript; and
   
   f. A letter of acceptance and proof of enrollment to an eligible institution for high school students, or proof of continued enrollment at an eligible institution for continuing students.

8. **Disqualification.** An applicant who is found to have provided fraudulent or misleading information shall immediately be disqualified from this and all other awards (scholarship or otherwise) issued by the Section. Should a student who has accepted an award not
pursue an eligible degree at an eligible institution, the student must immediately notify
the Section and provide just cause. If the Section deems the cause insufficient and that
the applicant has misled the Section, the recipient will be asked to return the award and
will be ineligible for future awards from the Section.

9. **Records and Privacy.** By submitting an application, the Applicant agrees to allow the
Section to use all submitted information as the Section deems necessary throughout the
selection process. Any and all information submitted by an Applicant shall become the
property of the Section. No effort will be made to return any submitted information to
the Applicant by the Section. All information with the exception of applicant’s full
name, hometown, high school, university, and e-mail address will not be made publicly
available or used beyond evaluation for the award, except when required by law. The
recipient’s name may be released by the Section to the public and to the university for
promotional purposes. A limited database shall be maintained for no less than three years
after the award has been made containing a full list of applicants and contact information.
Applicants may be contacted regarding future scholarship opportunities or Section events
unless the applicant chooses to “opt-out” of such notifications.

10. **Selection Process.** Once the application deadline has passed, the following process will
be used to determine the award recipient:
   a. **Initial Review.** Upon initial receipt of the application materials, the selection
      committee chairperson shall review the application for completeness only. Incomplete
      applications will not be passed to the next phase of the review process.
   b. **Committee Reading.** The applications shall be distributed to the members of the
      selection committee for initial review. A minimum of three random selection
      committee members will review each application. Applications will be scored in
      the following areas from 1 (weak) to 10 (strong): essay quality and content,
      academics, leadership and community involvement, and alignment with the
      objectives of the award. The scores will be sent to the selection committee
      chairperson for processing.
   c. **Score Calculation.** Scores generated by each selection committee member will be
      reviewed and normalized by the selection committee chairperson to account for
      any discrepancy between initial reviewers. The three normalized scores will be
      summed for each application to generate an overall score.
   d. **Top Application Review.** The applications with the top 5 overall scores will be
      reviewed by the selection committee in a joint session. The selection committee
      will determine the applicant who will receive the award, and a secondary recipient
      should the first recipient not accept the award or be found ineligible. The top two
      applicants as determined by the committee will be presented to the AIAA
      Savannah Section Council for concurrence. After review, if no candidate is
      eligible for the scholarship the scholarship may be rolled over to be issued the
      following year.
   e. **Savannah Section Notification.** The selection committee will notify the Section of
      their findings prior to notifying the recipient.
11. **Selection Criteria.** The scholarship shall be awarded based solely on merit. Candidates shall be judged on academic performance, demonstration of leadership, recommendations, and their responses to the essay prompt. No preference or consideration shall be made for financial standing, family history/dynamic, race, color, ethnic origin, national origin, creed, religion, political belief, sex, sexual orientation, marital status, age, veteran status, physical disability, or mental disability.

12. **Selection Committee.** The scholarship selection committee shall be comprised of five members of the AIAA Savannah Section Council. The chairperson of the selection committee shall be the active Scholarship Chairperson for the AIAA Savannah Section Council. All decisions made by the selection committee are final.
2015-2016 AIAA Savannah Section
Scholarship Application

Please complete the following. All sections must be complete to be considered for the scholarship award.

Personal Information

____________________________________________       ____________________
Full Name       Date of Birth

___________________________________________________________________
Any other names

____________________________________________________________________
Phone     E-mail

____________________________________________________________________
Street Address

____________________________________________________________________
City       State       Zip Code
**Academic History**

High School

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High School (attach additional sheets if required)

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<th>of ______ of ______</th>
<th>High School GPA</th>
<th>SAT Score</th>
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University or College (planned or enrolled)

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<th>University Class Rank</th>
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**Please attach responses to the following:**

**Leadership Activities**
Describe any leadership activities in which you are involved.

**Honors and Awards**
Describe any awards or honors you have received.

**Extracurricular Activities**
Describe any other extracurricular activities (sports, clubs, etc) in which you are involved.

**Volunteer Activities**
Describe your duties and involvement with any volunteer organizations.

**Employment**
List any jobs you have held since beginning high school.

**Essay**
In 750 words or less, please describe one of your early encounters with aerospace and how it has shaped your decision to pursue aviation or space related careers.

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**Student Signature**  
Date

By signing this application, you declare that all information provided is complete and accurate to the greatest extent of your knowledge. Further, you authorize the Savannah Section of AIAA to use this information to determine your eligibility for an academic scholarship.