

Timothy A. Curtis Scholarship for Non-Traditional Students

Purpose

This scholarship is designed to aid students with at least one year full-time work experience who are returning to school to pursue an advanced degree or to make a career change into engineering or architecture. It is intended to support both graduate and undergraduate programs in the areas of engineering, architecture, business administration, management, or the teaching of science and mathematics.

Criteria

- Applicant must be accepted or enrolled in an accredited degree granting program.
- Applicant may be a part-time or full-time student.
- Selection will be based on
 - Demonstrated on the job performance and leadership
 - Involvement in civic and professional organizations
 - Letters of reference and recommendation
 - Ability to articulate one's educational goals and objectives in writing
 - The above criteria will account for no less than 90% of the total rating when evaluating applications
 - Special consideration will be given to applicants who are military personnel, SAME members, employees of SAME sustaining member firms, dependents of any of the above three groups, or K-12 teachers. This criterion will account for no more than 10% of the total rating when evaluating applications.

APPLICATION & SELECTION

- Applicants must complete the Kittyhawk Post's Timothy Curtis Scholarship application form and mail it to SAME Kittyhawk Post, P.O. Box 328 Fairborn, Ohio 45324, Attn: Scholarship Chair.
- The Kittyhawk post will convene a panel of no less than three post members to evaluate the applications received. The Executive Board will appoint the panel.
- Using the criteria outlined above, the evaluation panel will, based on consensus, rank order the applications, clearly identifying those applicants who merit award of a scholarship and those who do not, and recommend scholarship amounts for each applicant. Panel results will be reported in writing to the Executive Board.
- Considering the recommendations of the evaluation panel and a treasurer's report of available funds, the Executive Board will award scholarships.
- Should the evaluation panel be unable to reach consensus on any application, each panel member will prepare a written report to the Executive Board and the Executive Board will determine which applicants will receive scholarships in what amounts.
- Applicants chosen to receive scholarships will be notified in writing and asked to attend a meeting of the Post at which their scholarship will be presented.

FUNDS MANAGEMENT

- The Executive Board will determine budget for this scholarship annually.
- Amount of each scholarship awarded will be based on the educational costs identified by each applicant. The intent is to cover up to one quarter of the annual direct educational costs for a given student. The maximum amount awarded to any single applicant will be \$1,500, and it may be less.
- Recipients will receive a check for the amount of the scholarship during the meeting at which the scholarship is presented or be mailed a check if unable to attend such meeting.
- Recipients may use funds at their discretion..
- If there are insufficient qualified applicants, funds allocated for this scholarship may be used to fund other Post scholarships.