



ACEC Scholarship Program Guidelines To Issue Awards For Students Entering The 2010 Academic Year

These 2010 ACEC Scholarship Program Guidelines explain how Member Organizations can participate in ACEC's national program in order to forward MO scholarship winners or recommended applications to ACEC for national award consideration.

ACEC/RMF AWARDS SCHOLARSHIPS AMONG FINALISTS SUBMITTED BY MOs

ACEC/RMF, under the auspices of ACEC's College of Fellows, will award three (3) *General Scholarships* in 2010:

- **ACEC Scholar of the Year Scholarship**
- **Kennedy/Jenks Consultants Scholarship in Honor of David D. Kennedy**
- **Small Firm Council Scholarship**

In addition, ACEC/RMF will award one (1) *Specialty Scholarship*:

- **Council of American Structural Engineers (CASE) Scholarship**

The general scholarships are open to all eligible students seeking a degree in engineering while the specialty CASE scholarship is limited to students pursuing a Master's degree in Structural Engineering.

Funding for these awards as well as all expenses incurred will come exclusively from the endowment, and from funds generously provided by firms for named scholarships and the identified sponsoring coalitions of ACEC.

ACEC/RMF will rely solely on applications derived from the MOs which administer their own scholarship programs (or, if they do not issue scholarships themselves, are at least able to screen applicants). Each MO is encouraged to submit two (2) candidates to ACEC for award consideration – *one (1) applicant for the general scholarships and one (1) applicant for the specialty CASE scholarship*. The CASE applicant must be enrolled in a Master's degree program for Structural Engineering in the 2010 fall semester.



ACEC/RMF PROVIDES AN APPLICATION FORM TO ENSURE USE OF CONSISTENT CRITERIA

A "2010 ACEC Scholarship Application Form" for use by MOs is included as an attachment in the accompanying materials. Each MO will be responsible for adding its deadline, name and address, and then reproducing and distributing it. It is necessary that all MOs continue to use the same criteria to judge their applicants. MOs have historically used the same guidelines supplied by ACEC/RMF. We trust this practice will continue; non-standard applications cannot be accepted by ACEC/RMF.

THE SCHOLARSHIP INITIATIVE IS CENTERED ON THE MEMBER ORGANIZATION

ACEC's scholarship initiative is meant to be local. The national office will issue what might be considered "derivative" awards to a pool of finalists from MO programs around the country. MOs will establish, maintain, publicize, and respond to inquiries on the activities within their borders. In addition to providing an application form and the method of evaluating scholarship applications, ACEC/RMF:

- Requests that MOs without programs respond to student inquiries (MOs with programs would provide details on their own awards program). Because of budget constraints, ACEC/RMF will not have funds to respond to inquiries it receives. Instead, it will forward inquiries from students to each MO via email or in the Friday mailbag.
- Requests that MOs who wish to participate in the ACEC/RMF national scholarship awards program *submit two applications (one applicant for the general scholarships and one applicant for the CASE scholarship)* with completed checklists to be received by ACEC/RMF no later than **Friday, April 2, 2010**, for screening and judging by ACEC's College of Fellows. Announcement of the 2010 "ACEC Scholar of the Year", "Kennedy/Jenks Consultants Scholarship in Honor of David D. Kennedy", "Small Firm Council Scholarship" and "CASE Scholarship" award winners will be made during ACEC's Fall Convention in Las Corabas, Puerto Rico.

To view a list of ABET, Inc.'s (ABET) accredited engineering programs, visit ABET's website at www.abet.org.

If you have any questions, please call Daisy Nappier (dnappier@acec.org) at 202.347.7474.



ACEC Member Organization Scholarship Program for the 2010 Academic Year

The program includes scholarships awarded by the American Council of Engineering Companies' Member Organization (MO) identified on the first page of the application. The scholarships are divided into two categories, General Scholarships and the Specialty Scholarship.

GENERAL SCHOLARSHIPS

Students must be **entering** their junior, senior, fifth, or graduate year, in the **fall of 2010** to qualify for the general scholarships. In addition, a student must be a U.S. citizen pursuing a Bachelor's, Master's, or Doctor of Philosophy (PhD) degree in engineering or in an accredited land-surveying program to qualify. ABET accreditation of engineering programs for scholarship applicants must conform to the following for the particular degree the student is pursuing:

- **Bachelor's Degree**

Student must be in an ABET-accredited engineering program.

- **Master's Degree**

Student must either be in an ABET-accredited Master of Science (MS) engineering program, or have a Bachelor of Science (BS) degree from an ABET-accredited engineering program.

- **PhD Degree**

Student must either have a BS or MS degree from an ABET-accredited engineering program.

SPECIALTY SCHOLARSHIP

The only specialty scholarship available for the 2010 year program is the Council of American Engineers (CASE) scholarship. Only students who are enrolled in a **Master's degree** program for Structural Engineering in **fall of 2010** will be eligible for the CASE scholarship. Student must either be in an ABET-accredited Master of Science (MS) engineering program, or have a Bachelor of Science (BS) degree from an ABET-accredited engineering program.

Your interest and commitment to the business and management of the profession are important. You are encouraged to reflect that throughout the application.

Be as complete as possible while filling out this application. Each portion of the application has a specific point value. Judges will score each section separately. Incomplete applications will not be considered.



SCORING

- **Cumulative Grade Point Average: 24 points**
- **Essay: 25 points**

Essays must be typed or neatly printed. Points may be lost for poor grammar, incorrect spelling, illegibility, or lack of neatness. Proofread carefully.

- **Work Experience: 24 points**

List your most recent work experience first and include any jobs held during high school. Indicate the year in school during which you held a particular position. Indicate if your work experience was in the form of work-study, co-op, or practicum. Clearly identify the nature of the business of the listed employers; in particular, note consulting engineering or land surveying firms. Be complete and accurate. List additional experience on a separate sheet and attach if necessary. The more experience you list, the higher your potential score.

- **Recommendation: 17 points**

A recommendation is needed from an engineering professor, a consulting engineer, or a land surveyor. **Use the enclosed form**—a letter is not sufficient. Greater weight will be given for a recommendation from a consulting engineer or land surveyor. *The evaluator must send the recommendation directly to the state Member Organization.*

- **Extracurricular College Activities: 10 points**

Indicate all college activities including offices held in any organization. Be as complete as possible. If there are no activities, write “none”. The more activities you list, the higher your potential score.

Note that the maximum possible points for cumulative grade point average and work experience have been revised for the 2010 year scholarship program.



ACEC College of Fellows' Method of Evaluating Scholarship Applications

Scholarship applications are scored against five criteria. The criteria and their maximum scores are:

- I. College Grades (Cumulative GPA): 24 Points**
- II. Essay: 25 Points**
- III. Work Experience: 24 Points**
- IV. Recommendation: 17 Points**
- V. Extracurricular College Activities: 10 Points**
 - A. Student organizations (3 points)
 - B. Community activities (2 points)
 - C. Athletics (2 points)
 - D. Other (3 points)

Each applicant is scored according to the guidelines below. Scores are entered and totaled on a scoring sheet (see below).

SCORING GUIDELINES

When evaluating applications, it is important for the judges to make note of the year the student is entering in the engineering or land surveying program — junior, senior, fifth, Master's, or PhD. It is only fair that work experience and college activities be weighted so that sophomores entering their junior year are not penalized for lack of opportunity to become involved in activities which older students have had more time for. An applicant can deserve all or a portion of the points available in each area. Judges' scores are averaged to develop one score for each criterion.

I. Cumulative Grade Point Average: 24 Points Maximum

- A. Determine cumulative GPA using transcripts.

Some schools list cumulative GPA.

Others list only quarterly/semester GPAs.

If there is no cumulative GPAs, determine by assigning points for each course unit: A = 4 pts., B = 3 pts., C = 2 pts. (Example: An A in a 3-unit course = 12 grade points.) Divide total number of grade points by total number of units.

Some schools do not use 4-point scale, the basis for ACEC scoring. If so, first convert school GPA to 4-point maximum scale.



B. For Bachelor's (Undergraduate) Candidates: Multiply cumulative GPA by 6.

Cumulative GPA (on 4-pt scale) _____ # x 6 = _____ points.

C. For Master's Candidates:

1. Add cumulative GPA for Bachelor's (A) and Master's (B) degrees.
2. Divide by 2.
3. Multiply by 6.

Equation:

$$\frac{A+B}{2} \times 6 = \text{_____ points}$$

D. For PhD Candidates:

1. Add cumulative GPA for Bachelor's (A), Master's (B), and PhD (C) degrees.
2. Divide by 3.
3. Multiply by 6.

Equation:

$$\frac{A+B+C}{3} \times 6 = \text{_____ points}$$

II. Essay: 25 Points Maximum

- A. Score six basic points for writing the essay.
- B. Score three points for neatness, good English and proper spelling.
- C. Score seven points if applicant indicates knowledge of what a consulting engineer or land surveyor is and does. In other words, does the applicant know the definition of "consulting engineer or land surveyor."
- D. Score seven points for an unusual or unique idea or some unusual or "catchy" feature.
- E. Score two points if applicant indicates an understanding that consulting engineers or land surveyors work with people (clients, employees, the public, etc.); are administrators; service clients; and use their talents, experience and knowledge to develop the best engineering project possible.



III. Work Experience: 24 Points Maximum

- A. Score a possible twelve points for *any* employment during high school and college (high school - two; college: freshman - four, sophomore - three, other - three).
- B. Score four additional points if work experience was in any way involved with the building industry, industrial work, or general engineering-type practice, public agencies, etc.
- C. Score four additional points if employment was in the consulting engineering or land surveying field.
- D. Score four additional points for any part-time work, work study or practicum while attending for-credit classes. (Such students usually do not have time for extracurricular activities.)

IV. Recommendation: 17 Points Maximum

- A. Using the recommendation form, add the total number of rating points.
- B. Divide total number of rating points (A) by total possible points (B), where B=44.
- C. Multiply by 15.
- D. Add two points if the recommendation is from a consulting engineer or land surveyor.

Equation:

$$\left[\frac{\text{---}}{\text{---}} / 44 \right] \times 15 = \frac{\text{---}}{\text{(C)}} + \frac{\text{---}}{\text{(D)}} = \text{---}$$

V. Extracurricular College Activities: 10 Points Maximum

- A. Student Organizations: 3 points maximum
 Score two points for any organization membership.
 Score one additional point for more than one organization membership.
 If a student is an officer in an organization and a member of two or more groups, score three.
- B. Community Activities: 2 points maximum
 Score one point for any community activity or community organization membership.
 Score one additional point for more than one activity.
- C. Athletics: 2 points maximum
 Score one point for any athletic activity (intramural or intercollegiate).
 Score one additional point for more than one athletic activity.
- D. Other: 3 points maximum
 Score one, two or three points for activities totaling more than the above numbers of any academic or athletic awards, any additional or multiple church activities, youth organization or any other type of activity that is felt deserving of *additional points*.

