### 2015 Scholarship Application Package CMAA South Atlantic Chapter

###  *for Undergraduate and Graduate Student Applicants*

### Construction Management Association of America South Atlantic Chapter

### Scholarship Program 2015

### About CMAA South Atlantic Chapter (SAC) Scholarships

The Construction Management Association of America South Atlantic Chapter is an organization dedicated to leading the growth and acceptance of construction management as a profession discipline that can add significant value to the entire construction process, from conception to ongoing operation. To promote CMAA’s objectives, the South Atlantic Chapter is offering academic scholarships to full‐time students pursuing a related degree to construction management. The Construction Management Association of America South Atlantic Chapter, awards a total of three scholarships to qualified students to help them defray the costs of pursuing a degree in Construction Management or a related-degree program. The amounts of the scholarships vary from year to year, but typically average with three at $1500 each.

### Eligibility Criteria

1. Must have completed a minimum of one full academic year of studies, and must have a minimum of one full academic year remaining prior to completing the degree being pursued.
2. Must be enrolled in a Construction Management degree program, or other CM-related degree program in the South Atlantic Chapter region, and show a strong interest in a career in CM, as demonstrated by a response to the essay question in the application package.

**NOTE: Incomplete applications will not be considered by CMAA SAC. The application and all associated attachments must be submitted electronically. Hard copies of transcripts, essays and recommendations must be scanned and sent electronically. Hard copy applications and attachments will not be considered.**

**CMAA SAC Scholarship Application Process**

Complete the application and submit as directed. The South Atlantic Chapter will select at least one application to be submitted to the CMAA National Foundation.

CMAA SAC scholarship application will draw on the 2015 CMAA National Foundation Scholarship application packet and checklist

**CMAA SAC Scholarship Review Process**

1. The CMAA SAC selection committee will review all complete applications received, and make its recommendations to the CMAA SAC Board of Directors for approval. Selected winners will be notified on or about June 01, 2015.
2. Scholarship checks will be handed over to the students at the CMAA SAC Annual Banquet on June 16th, 2015
3. While not mandatory, the scholarship winners will be strongly encouraged to attend the CMAA SAC Annual Banquet.

**CMAA SAC Selection Criteria**

The CMAA SAC scholarship selection committee will be using the CMAA Foundation scholarship application form and guidelines in selecting winners:

* academic performance: 40%
* quality of essay on future plans and scholarship interest: 20%
* recommendation of faculty advisor: 15%
* extracurricular activities: 25%

### Helpful Hints

* All sections of the application must be completed in full and submitted electronically. An application submitted missing any of the sections and without a signature will be disqualified from consideration.
* The response to the essay must be typed. Be sure to check spelling and grammar carefully. Please remember that your application will be scanned and disseminated to the selection committee electronically; presentation is important.
* The subject line of your email when submitting should include your last name and school name. Please submit one email with all completed sections of the application, preferably in one PDF document.
* Please keep a copy of your complete application package and request proof of electronic delivery. The returned proof of delivery will serve as verification that your application has been received. No additional notification will be provided.
* Good luck!

**Scholarship Application Checklist**

To be considered for a CMAA SAC and CMAA Foundation scholarship, you must complete the following checklist and include it with the application submission, which is to be forwarded electronically, preferably as one PDF document.

[ ]  Completed **all** sections of the application packet, including:

[ ]  General Information

[ ]  Academic Information, including Current Academic Schedule

[ ]  Included an official transcript from each school attended for undergraduate and/or graduate credit, in plenty of time to meet the application submission deadline.

Please supply the following information related to transcripts:

 School Name(s) Date of Transcript Request

[ ]  Extracurricular Activities

[ ]  Employment (If applicable)

[ ]  One Essay on Future Plans and Scholarship Interest

[ ]  Distributed the evaluation/recommendation form to your academic or faculty advisor and let your advisor know the completed form and one-page statement must be submitted directly to vinay.uchil@jacobs.com electronically by **May 15, 2015**

[ ]  Proofed the spelling, grammar, and the presentation of the application

[ ]  Signed and dated the application package

[ ]  Made a copy of the completed application package

[ ]  Emailed the application by **May 15, 2015**, with your last name and school name in the email
subject line

[ ]  Obtained electronic proof of delivery

**General Information**

|  |  |
| --- | --- |
| **First Name** |  |
| **Last Name** |  |
| **Birth Date** |  |
| **Permanent: Street Address**  |  |
|  **City** |  |
|  **State/Province** |  |
|  **Postal Code** |  |
|  **Country** |  |
|  **Phone Number** |  |
|  **Email** |  |
| **Current College/University: Name** |  |
|  **School Address**  |  |
|  **City** |  |
|  **State/Province** |  |
|  **Postal Code** |  |
|  **Phone Number** |  |
| **CMAA Member?** | [ ]  Yes [ ]  No |
| **CMAA Regional Chapter Affiliation** | [ ]  Yes [ ]  No If yes, provide name: |
| **CMAA Student Chapter Affiliation** | [ ]  Yes [ ]  No If yes, provide name: |
| **CMIT?** | [ ]  Yes [ ]  No |
| **Previous CMAA Foundation Scholarship Recipient?** | [ ]  Yes [ ]  No If yes, when? |
| **Qualify for Francis M. Keville Scholarship (minority or female applicants)?** | [ ]  Yes [ ]  No |

**Academic Information**

|  |  |
| --- | --- |
| **Student Classification for Which You Are Seeking This Scholarship?** | **[ ]  Undergraduate [ ]  Graduate** |
| **Student Classification at Time of Application, i.e. 3rd year undergraduate, 1st year graduate** |  |
| **Type of Degree Sought, i.e. BS, MA** |  |
| **Anticipated Graduation Date** |  |
| **Cumulative GPA** |  |
| **Major Field of Study** |  |
| **GPA in Major** |  |
| **Minor (or Concentration) Field of Study** |  |

**Please list the names, locations, and dates of enrollment for any other colleges or universities you attended while seeking your current degree.**

**Please list any academic honors and awards you’ve received.**

# Current Academic Schedule and Transcripts

Please attach your current academic schedule.You also must include an **official** transcript from each school you have attended for undergraduate **and** graduate credit.

Both the current academic schedule and transcript(s) must be scanned from originals and provided electronically. Application packages will not be considered complete unless the current academic schedule and official transcript(s) are received.

**Extracurricular Activities**

Please list any extracurricular information you consider to be significant, beginning with the most recent and working back chronologically. Do not list every detail about every position or activity. Rather, provide a general sense of your responsibilities and commitment. Attach additional sheets containing other extracurricular activities if necessary.

|  |  |
| --- | --- |
| **1. Organization Name** |  |
| **Activity** |  |
| **Date Range** |  |
| **Hours** |  |
| **Description** |  |
| **2. Organization Name** |  |
| **Activity** |  |
| **Date Range** |  |
| **Hours** |  |
| **Description** |  |
| **3. Organization Name** |  |
| **Activity** |  |
| **Date Range** |  |
| **Hours** |  |
| **Description** |  |
| **4. Organization Name** |  |
| **Activity** |  |
| **Date Range** |  |
| **Hours** |  |
| **Description** |  |

**Employment**

If applicable, please enter information regarding your most recent employment. Attach additional sheets containing other employment if necessary.

|  |  |  |  |
| --- | --- | --- | --- |
| **1. From (month/year):** |  | **To (month/year):** |  |
| **Company Name** |  |
| **Address** |  |
| **Supervisor Name** |  |
| **Your Position** |  |
| **Duties** |  |
| **Hours Per Week** |  |
| **2. From (month/year):** |  | **To (month/year):** |  |
| **Company Name** |  |
| **Address** |  |
| **Supervisor Name** |  |
| **Your Position** |  |
| **Duties** |  |
| **Hours Per Week** |  |
| **3. From (month/year):** |  | **To (month/year):** |  |
| **Company Name** |  |
| **Address** |  |
| **Supervisor Name** |  |
| **Your Position** |  |
| **Duties** |  |
| **Hours Per Week** |  |

**Essay**

Applicants must submit one original essay, addressing both of the following topics, to be considered for a scholarship. Please do not exceed two, **typed**, and single-spaced pages.

1. **Future Plans**Please tell us why you are interested in a career in Construction Management

**and**

1. **Scholarship Interest**Please explain to the Foundation scholarship committee why you should receive a CMAA Foundation scholarship, including any hardships you have overcome.

**Applicant Signature**

***By submitting this application package for a CMAA Foundation scholarship, I certify that the information contained herein is accurate and factual to the best of my knowledge.***

***Also, I acknowledge that all scholarship decisions of the scholarship committee are final.***

**Name: Date:**

**Academic or Faculty Advisor Evaluation/Recommendation Form**

NOTE TO THE APPLICANT: Please fill in the first portion of this two-page form before giving it to your academic or faculty advisor for completion.

|  |  |
| --- | --- |
| **Applicant’s Full Name** |  |
| **College/University Name** |  |
| **Department** |  |
| **Academic or Faculty Advisor’s Full Name** |  |

NOTE TO ADVISOR: The applicant wishes your responses to be considered as part of his or her CMAA SAC application, which is not complete without your evaluation (due no later than **May 15, 2015**). We would appreciate knowing about specific intellectual abilities and accomplishments. We encourage frank statements regarding the applicant’s ability to complete his or her work and a prospective future in CM or a CM-related field. Your evaluation/recommendation will be confidential and not shared with the student. Please send a one-page statement, along with this completed form, electronically to **vinay.uchil@jacobs.com**. In the subject line, please identify the student’s last name and school name. If you have any questions, please call Vinay Uchil at 404-444-9619 or email at vinay.uchil@jacobs.com.

|  |  |  |  |
| --- | --- | --- | --- |
| **How long have you known this student?** |  | **In what capacity?** |  |
| **How often do you see this student?** |  |
| **Please place an “X” in the appropriate cell.** | **Poor** | **Below Average** | **Average** | **Above Average** | **Superior** |
| **Cooperation** |  |  |  |  |  |
| **Courtesy** |  |  |  |  |  |
| **Dependability** |  |  |  |  |  |
| **Industriousness** |  |  |  |  |  |
| **Initiative** |  |  |  |  |  |
| **Maturity** |  |  |  |  |  |
| **Ability to identify & achieve goals** |  |  |  |  |  |
| **Self-Discipline** |  |  |  |  |  |
| **Advisor’s Full Name** |  |
| **Position** |  |
| **Organization** |  |
| **Email** |  | **Phone** |  |

**Name: Date:**