



**2025 SCHOLARSHIP  
APPLICATION PACKAGE  
FOR UNDERGRADUATE AND  
GRADUATE STUDENTS**

**Due Date: April 30, 2025**

# 2025 Scholarship Application for Undergraduate and Graduate Students



## 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 professions in the Architecture, Engineering, and Construction (AEC) Industry that can add significant value to the entire design and 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 architecture, engineering, or construction management. The Construction Management Association of America South Atlantic Chapter, awards these scholarships to qualified students to help them defray the costs of pursuing a degree in one of the aforementioned programs.

## 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 an A/E/C degree program, or other related degree program in the South Atlantic Chapter region (Alabama, Georgia, Tennessee). Examples of eligible degree programs include, but are not limited to, architecture, engineering (civil, mechanical, structural, etc.), and construction management.
3. Must be a CMAA-SAC Member (note: FREE for students | [JOIN CMAA NOW](#))

**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 Review Process

1. The CMAA-SAC Scholarship Foundation will review all complete applications received and make its recommendation. Selected winners will be notified on or about May 30, 2025.
2. Scholarship checks will be handed over to the students at the CMAA-SAC Annual Banquet in June.
3. While not mandatory, the scholarship winners will be strongly encouraged to attend the CMAA-SAC Annual Banquet to be recognized and presented with the scholarship check.

# 2025 Scholarship Application for Undergraduate and Graduate Students



## CMAA SAC Scholarship Selection Criteria

The CMAA-SAC Scholarship Foundation will be using the following criteria for consideration:

- academic performance: 40%
- quality of essay on future and scholarship interest: 30%
- recommendation of college faculty (or other academia recommendation): 20%
- extracurricular activities: 10%

## 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!

# 2025 Scholarship Application for Undergraduate and Graduate Students



## Scholarship Application Checklist

To be considered for the CMAA-SAC **Tools of the Trade** 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.

- Complete all sections of the application packet, including:
  - General Information
  - Academic Information, including Current Academic Schedule
  - Extracurricular Activities
  - Employment (If applicable)
  - Essay on Future Plans and Scholarship Interest
- Submit transcripts from each school you received credit towards your degree and a current class schedule.
- Distribute the evaluation/recommendation form to your instructor or academic/faculty advisor and let your evaluator know the completed form must be submitted directly to **cmaasac@gmail.com** electronically by April 30, 2025.
- Sign and date the application package and save all documents as one PDF.
- Email application package to **cmaasac@gmail.com** by April 30, 2025. Include your last name and school name in the email subject line.

# 2025 Scholarship Application for Undergraduate and Graduate Students



## General Information

<b>First Name</b>			
<b>Last Name</b>			
<b>Birth Date</b>			
<b>Permanent: Street Address</b>			
<b>City</b>			
<b>State/Province</b>			
<b>Postal Code</b>			
<b>Country</b>			
<b>Phone Number</b>			
<b>Email</b>			
<b>Current College/University: Name</b>			
<b>School Address</b>			
<b>City   State   Postal Code</b>			
<b>Phone Number</b>			
<b>CMAA Member?</b>	<input type="checkbox"/> Yes	Please Note: Student MUST be a CMAA member to apply <b>(IT'S FREE TO JOIN!)</b>	
<b>CMAA Regional Chapter Affiliation?</b>	<input type="checkbox"/> Yes	CMAA South Atlantic Chapter	
<b>CMAA Student Chapter Affiliation?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, provide name:
<b>CMIT?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Previous CMAA Foundation Scholarship Recipient?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, when?

# 2025 Scholarship Application for Undergraduate and Graduate Students



## Academic Information

<b>Student Classification for Which You Are Seeking This Scholarship?</b>	<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Graduate
<b>Student Classification at Time of Application, i.e. 3rd year undergraduate, 1st year graduate</b>		
<b>Anticipated Graduation Date</b>		
<b>Type of Degree Sought, i.e. BS, MA</b>		
<b>Major Field of Study</b>		
<b>Minor (or Concentration) Field of Study</b>		
<b>Cumulative GPA</b>		
<b>GPA in Major</b>		

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

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Please list any academic honors and awards you have received.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

## Current Academic Schedule and Transcripts

Please attach your current academic schedule. You also must include an **official** transcript from each post-secondary school you have attended for 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.

# 2025 Scholarship Application for Undergraduate and Graduate Students



## 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.

<b>1. Organization Name</b>	
<b>Activity</b>	
<b>Date Range</b>	
<b>Hours</b>	
<b>Description</b>	
<b>2. Organization Name</b>	
<b>Activity</b>	
<b>Date Range</b>	
<b>Hours</b>	
<b>Description</b>	
<b>3. Organization Name</b>	
<b>Activity</b>	
<b>Date Range</b>	
<b>Hours</b>	
<b>Description</b>	

# 2025 Scholarship Application for Undergraduate and Graduate Students



## Employment

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

<b>1. From (month/year):</b>		<b>To (month/year):</b>	
<b>Company Name</b>			
<b>Address</b>			
<b>Supervisor Name</b>			
<b>Your Position</b>			
<b>Duties</b>			
<b>Hours Per Week</b>			
<b>2. From (month/year):</b>		<b>To (month/year):</b>	
<b>Company Name</b>			
<b>Address</b>			
<b>Supervisor Name</b>			
<b>Your Position</b>			
<b>Duties</b>			
<b>Hours Per Week</b>			
<b>3. From (month/year):</b>		<b>To (month/year):</b>	
<b>Company Name</b>			
<b>Address</b>			
<b>Supervisor Name</b>			
<b>Your Position</b>			
<b>Duties</b>			
<b>Hours Per Week</b>			



# 2025 Scholarship Application for Undergraduate and Graduate Students



## 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 the A/E/C Industry

and

### 2. Scholarship Interest

Please explain to the Foundation scholarship committee why you should receive a CMAA-SAC Foundation scholarship, including any hardships you have overcome.

## Applicant Signature

***By submitting this application package for a CMAA-SAC 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: \_\_\_\_\_

### INFORMATION RELEASE

*As a scholarship applicant, I hereby release information contained on this application as well as my financial aid applications and academic transcripts to the CMAA-SAC Scholarship Foundation. In addition, I waive my right to access and review confidential recommendations acquired for purposes of determining and granting this scholarship. I understand that this information will be used solely for the purpose of selecting scholarship recipients and will not be used by the Foundation for any other purpose. I understand that the scholarship may be denied if any information reported on this application is found to be intentionally misleading or inaccurate.*

Name: \_\_\_\_\_ Date: \_\_\_\_\_

# 2025 Scholarship Application for Undergraduate and Graduate Students



## Academic/Faculty Advisor or Professor 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.

<b>Applicant's Full Name</b>	
<b>College/University Name</b>	
<b>Program</b>	
<b>Academic or Faculty</b>	

**NOTE TO ADVISOR:** The applicant wishes your responses to be considered as part of his or her CMAA SAC Scholarship application, which is not complete without your evaluation. 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. You may also submit a recommendation letter. Submit this completed form electronically to **cmaasac@gmail.com** no later than **April 30, 2025** for consideration. In the subject line, please identify the student's last name and school name. If you have any questions, please contact **cmaasac@gmail.com**.

<b>How long have you known this student?</b>		<b>In what capacity?</b>	
<b>How often do you see this student?</b>			

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					

<b>Advisor's Full Name</b>			
<b>Organization</b>		<b>Position</b>	
<b>Email</b>		<b>Phone</b>	

Name: \_\_\_\_\_ Date: \_\_\_\_\_