



2016 Scholarship Application Package
Council of Educational Facility Planners (CEFPI)
Georgia CEFPI, Inc.

Undergraduate and Graduate Student Applicants

The Georgia CEFPI scholarship program does not discriminate on the basis of age, race, gender, religion or national origin in the awarding of scholarship grants.

Council of Educational Facility Planners International (CEFPI)
Georgia CEFPI, Inc. ("Georgia CEFPI")
Scholarship Program 2016

About the Georgia CEFPI Scholarships

The Council of Educational Facilities Planners – Georgia Chapter (Georgia CEFPI, Inc.) is a professional association whose sole mission is improving the places where children and young adults learn. CEFPI members, individuals, institutions and corporations are actively involved in planning, designing, building, equipping and maintaining schools and colleges. To promote the organization's objectives, Georgia CEFPI is offering academic scholarships to full-time students pursuing a degree in related studies. Georgia CEFPI intends to award one or more scholarships to qualified students to help them defray the costs of pursuing a degree. The amounts of the scholarships vary from year to year based on available funding, but typically will range from approximately \$3,000 to \$10,000 per scholarship award.

Eligibility Criteria

1. Must have completed or nearing completion of a minimum of three (3) full academic years of studies, and must have one (1) or less academic year remaining prior to completing the degree being pursued or be enrolled in a master's program.
2. Must be enrolled in a Urban Planning, Landscape Architecture, Architecture, Engineering (*civil, construction, structural, mechanical, electrical, environmental*), Construction Management, Real Estate Development, Law or other related degree program in the state of Georgia or be a resident of the State of Georgia enrolled in a program outside the State of Georgia and show a strong interest in a career in the desired field as demonstrated by a response to the essay question in the application package.

NOTE: Georgia CEFPI will not consider incomplete applications. 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.

Georgia CEFPI Scholarship Application Process

Complete the application and submit as directed. The Georgia CEFPI Scholarship Evaluation Committee will review all responsive applications and the Georgia CEFPI Board of Directors may make one or more awards based the evaluation and available funding. Georgia CEFPI Scholarship Evaluation Committee will draw on this application packet and checklist.

Georgia CEFPI Scholarship Review Process

1. The Georgia CEFPI Scholarship Evaluation Committee will review all complete applications received, and make its recommendations to the Georgia CEFPI Board of Directors for approval. Selected winners will be notified mid November 2016.

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2. Scholarship awards will be made to the students at the Georgia CEFPI annual Winter Social event held December 13, 2016.
3. While not mandatory, the scholarship winners will be strongly encouraged to attend the Georgia CEFPI Chapter annual Winter Social event.

Georgia CEFPI Scholarship Selection Criteria

The Georgia CEFPI Scholarship Evaluation Committee will be using this scholarship application form and these guidelines in selecting winners:

- academic performance: 50%
- quality of essay on future plans and scholarship interest: 25%
- recommendation of faculty advisor: 10%
- extracurricular activities: 15%

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 not be considered.
- **The response to the application and the essay must be typed.** Be sure to check spelling and grammar carefully. Please remember that your application will be 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!

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Scholarship Application Checklist

To be considered for a Georgia CEFPI scholarship, you must complete the following checklist and include it with the application submission, 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
- Include 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
- Distribute the evaluation/recommendation form to academic or faculty advisor. Ensure the Advisor knows the completed form and one-page statement must be submitted to the Georgia CEFPI Scholarship Evaluation Committee electronically by **September 30, 2016**.

Submit to: scholarship@georgiacefpi.org

- Proof read the spelling, grammar, and the presentation of the application
- Sign and date the application package
- Make a copy of the completed application package
- Email the application by **September 30, 2016**, with your last name and school name in the email subject line
- Obtain electronic proof of delivery

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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	
Zip Code	
Phone Number	
Industry Associations:	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide name:
Industry Associations:	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide name:
Industry Associations:	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide name:
Industry Associations:	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide name:
Previous CEFPI Scholarship Recipient?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, when?
Previous Scholarship Recipient?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, who, when, amount?

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Academic Information

Student Classification for Which You Are Seeking This Scholarship?	<input type="checkbox"/> Undergraduate <input type="checkbox"/> 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.

1.

2.

3.

4.

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.

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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	

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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			

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Essay

Applicants must submit one original essay, addressing the following topics, to be considered for a Georgia CEFPI scholarship. Do not exceed **two (2), typed**, and single-spaced pages.

1. Future Plans

Please tell us what interests you in the career field you have selected.

and

2. Industry Knowledge

Please define what you find to be the most critical issue facing the industry selected and why.

and

3. Scholarship Interest

Please explain why you should receive a Georgia CEFPI scholarship, including any hardships you have overcome.

Applicant Signature

By submitting this application package for a Georgia CEFPI 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.

Signed: _____

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 Georgia CEFPI Scholarship Application, which is not complete without your evaluation (due no later than **September 30, 2016**). 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 an industry 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 scholarship@georgiacefpi.org. In the subject line, please identify the student's last name and school name. If you have any questions, please call 678.896.8205.

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			

Signed: _____ Date: _____

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