2019 Scholarship Application Package

Georgia Chapter of the Association for Learning Environments, Inc.

(Georgia A4LE)

*Undergraduate and Graduate Student Applicants*

applications due
October 4, 2019 by 5:00 PM

*The Georgia A4LE scholarship program does not discriminate on the basis of age, race, gender, religion or national origin in the awarding of scholarship grants.*
Georgia Chapter of the Association for Learning Environment, Inc. (“Georgia A4LE”) Scholarship Program 2019

About the Georgia A4LE Scholarships

The Georgia Chapter of the Association for Learning Environments, Inc. (Georgia A4LE) is a professional association whose sole mission is improving the places where children and young adults learn. A4LE 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 A4LE is offering academic scholarships to full-time students pursuing a degree in related studies. Georgia A4LE 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 A4LE 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 A4LE Scholarship Application Process

Complete the application and submit as directed. The Georgia A4LE Scholarship Evaluation Committee will review all responsive applications and the Georgia A4LE Board of Directors may make one or more awards based the evaluation and available funding. Georgia A4LE Scholarship Evaluation Committee will draw on this application packet and checklist.

Georgia A4LE Scholarship Review Process

1. The Georgia A4LE Scholarship Evaluation Committee will review all complete applications received, and make its recommendations to the Georgia A4LE Board of Directors for approval. Selected winners will be notified early November 2019.

2. Scholarship awards will be made to the students at the Georgia A4LE annual Winter Social event held December 9, 2019 at Maggiano’s in Buckhead.

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3. While not mandatory, the scholarship winners will be strongly encouraged to attend the Georgia A4LE annual Winter Social event.

Georgia A4LE Scholarship Selection Criteria

The Georgia A4LE 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 to scholarship@ga4le.org.

- 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 Georgia A4LE 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:

<table>
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<tr>
<th>School Name(s)</th>
<th>Date of Transcript Request</th>
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☐ 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 A4LE Scholarship Evaluation Committee electronically by **October 4, 2019 at 5:00 PM**.

Submit to: scholarship@ga4le.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 **October 4, 2019 at 5:00 PM**, with your last name and school name in the email subject line

☐ Obtain electronic proof of delivery

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

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

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<thead>
<tr>
<th>Applicant’s Full Name</th>
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<tr>
<td>College/University Name</td>
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<td>Department</td>
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<tr>
<td>Academic or Faculty Advisor’s Full Name</td>
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NOTE TO ADVISOR: The applicant wishes your responses to be considered as part of his or her Georgia A4LE Scholarship Application, which is not complete without your evaluation (due no later than **October 4, 2019 at 5:00 PM**). 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@ga4le.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.

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<tr>
<th>How long have you known this student?</th>
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<td>How often do you see this student?</td>
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Please place an “X” in the appropriate cell.

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<td>Maturity</td>
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<td>Ability to identify &amp; achieve goals</td>
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Signed: ____________________________ Date: ______________________

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