



SCHOLARSHIP PROGRAM GUIDELINES AND APPLICATION

The North Central Branch of the Texas Chapter of the American Public Works Association Scholarship Program is designed to assist those individuals who are pursuing a career in the Public Works field. The Association believes that improving one's knowledge in the Public Works field encompasses disciplines from inspection, construction, engineering or public administration, as well as continuing education for career enhancement. This assistance in education promotes and ensures a continuation of the high level of skill, talent and professionalism that is the pride of every member.

Traditionally, the American Public Works Association and its Chapters have strived for the advancement and continued development of all of the various components that make up the Public Works family. It is incumbent upon the membership of the North Central Branch to lend a helping hand to those who have chosen the public services field as their career. The Scholarship Program is an integral part of achieving this goal.

The North Central Texas Branch Chapter Scholarship Program offers two (2) student categories in which scholarships may be awarded:

1. **UNDERGRADUATE PROGRAM**: Awarded to a college student who has earned at least 60 credit hours, at the time of the application, through enrollment at any accredited college or university in the State of Texas, seeking an undergraduate degree in a field related to Public Works Engineering or Public Administration. The student must also have at least a GPA of 2.5 on a 4.0 system and demonstrate an interest in a public works career.
2. **GRADUATE PROGRAM**: Awarded to a person who has earned at least six credit hours and is pursuing an advanced degree in Public Works Engineering Management or Public Works Administration at any accredited college or university in the State of Texas.

All awards shall be provided to applicants for upcoming expenditures related to tuition or educational expenses incurred in the pursuit of additional education. Funds will not be provided for the payment of an applicant's expenditures incurred prior to the application deadline. The TX-APWA North Central Branch reserves the right to refuse payment in the event that this situation should arise.

**ANTICIPATED AWARDS**

The actual number of scholarships awarded each year is contingent upon available funds and will be determined by the North Central Texas Branch Executive Committee.

Undergraduate and Graduate Program scholarships shall be used for tuition/books for classes in subjects related to public works at any accredited school. The North Central Texas Branch reserves the right to refuse payment for expenditures incurred prior to the application deadline.

APPLICATION PROCEDURE

Undergraduate and Graduate Scholarship applicants shall complete the attached Scholarship Application Form and return all necessary information postmarked by the **last Friday in April**.

The following schedule is the timeline for review and award after applications are submitted.

Due Date	Complete applications and required information due by email to the North Central Texas Branch email address
May	Scholarship Committee will acknowledge receipt of applications by email and commence review of submittals
June	Committee will present recommendations to the NCT Branch Executive Committee and winners will be notified by email after July 1 st
Fall	Student scholarship recipients will be invited to attend the North Central Texas Branch One Day Seminar in the fall to receive recognition of the award

SELECTION

Undergraduate and Graduate Program applications will be evaluated by the Scholarship Committee based on the applicants' submittal. The Scholarship Committee will provide a recommendation to the North Central Texas Branch Executive Committee at the next regularly scheduled Board meeting for consideration.



Undergraduate and Graduate Scholarship Application Form

Please type or print all information. Review your eligibility in the Scholarship Program Guidelines and check the Scholarship for which you are applying:

☐ UNDERGRADUATE PROGRAM

☐ GRADUATE PROGRAM

UNDERGRADUATE AND GRADUATE PROGRAM APPLICANTS

Name: _____

Address: _____ City: _____ State: _____

Zip Code: _____ Telephone: _____ Email address: _____

Current University/College: _____ Major: _____

Overall GPA: _____ GPA in Major: _____ Expected Graduation Date: _____

The applicant shall include the following with the application:

1. Cover letter with the following information
 - a. In 3-4 sentences, tell us a little bit about yourself.
 - b. In 1-2 sentences, tell us about your area of study.
 - c. In 3-4 sentences, tell us how you plan to apply your education to contribute to the Public Works profession and community.
2. Official transcript from the University/College (copy is acceptable)
3. In a maximum of 500 words, prepare a short essay explaining why you should be considered for this scholarship.
4. In a maximum of 500 words, prepare a short essay describing a current issue facing the Public Works community.
5. Provide a list of 3 character references – name, title, relationship to applicant, email address and phone number.

* Scholarship awards will only be paid for expenses incurred after the application deadline.

Submit Completed Application and attachments by email to nctxbranch.apwa@gmail.com (Subject – TX-APWA Scholarship).