

AITP BALTIMORE CHAPTER SCHOLARSHIP APPLICATION REVIEW RULES

The AITP Scholarship Screening Committee (SSC) will consist of the Chapter President, VP of Scholarship, and VP of Student Affairs (as available, or one other designated board member) who will try with their best efforts to financially support, and/or participate in scholarship fund raising events over the previous year. Those committee members who do not feel they warrant participation may exclude themselves by letting the VP of Scholarship know 30 days in advance of the deadline.

The VP of Scholarship is the point of contact for collecting the following from each applicant: scholarship application, application letter, previous year's transcripts, and sponsorship letter. Except for notifying an individual about the Baltimore AITP scholarships, all communications and questions regarding scholarships must be facilitated through the VP of Scholarship.

Materials date stamped after April 1st are ineligible for consideration.

The VP of Scholarship will produce copies of these materials submitted by the applicants and distribute them to each member of the SSC by April 15th.

SSC is responsible for reviewing the material in accordance with the evaluation criteria and submitting their findings to the VP of Scholarship. The VP of Scholarship totals the results for each applicant and takes an average. This average will be the applicant's ranking. In the event of a tie, the SSC is allowed to make a subjective determination based on need.

Other members of the SSC are prohibited from discussing selection criteria, selection status, award decisions, award amounts, or any other scholarship information outside of the SSC. If an applicant receives this information from a SSC member, or has knowledge about the scholarship process outside the scholarship process posted on the chapter website, they can be disqualified from consideration, during this two (2) week process.

The SSC evaluates all responses and chooses the winning recipients by April 19th.

The selections of the SSC are final.

The VP of Scholarship notifies the winners and their award amount by April 20th and submits to the VP of Operations a list of winners and guests attending the May Meeting.

Any student who is announced as a winner, must be able to demonstrate (to the SSC) via their class schedule, their intent to pursue an IT career. This will be reviewed by the AITP VP Scholarship to ensure the student is indeed an IT major.

SCHOLARSHIP EVALUATION CRITERIA

| Criteria | Value |
|--|---------|
| Paper Submitted by Deadline Application Previous Year's Transcripts Recommendation Letter Essay Letter | Y |
| IT Degree Pursued (Proof needed) | Y/N |
| College schedule of classes (for those attending current term) | Y/N |
| Essay | 0 to 5 |
| Recommendation Letter (make sure the AITP Member knows about this ranking) | 0 to 3 |
| Maryland School | 1 |
| MD Resident is a must | Y/N |
| GPA Overall | 3 X GPA |
| GPA Most Recent | GPA |
| AITP Participation | |
| AITP Student Chapter Member | 1 |
| AITP Student Chapter Board Member | 0 to 3 |
| Attended at least one AITP Baltimore sponsored event excluding a scholarship banquet (Waived for 2010 ONLY) | 1 to 2 |
| City where student went to High School | |
| College schedule of classes (only for juniors and seniors) | Y/N |

SCHOLARSHIP APPLICATION RULES

1. Student must complete and submit the attached application with a letter and transcripts from the current year to the VP of Scholarship at the Baltimore Chapter of AITP to be considered for a scholarship.
2. Applicants must have a minimum grade point average of 2.0, or equivalent, out of a possible 4.0, on the last full academic year. Applicants must be enrolled as a full time college student (minimum 12 credits) at an accredited college, university, or technical school, and pursuing a degree in Computer Science, Management Information Systems, or a similar degree program. Applicants that are AITP members or hold an AITP office, and/or enrolled in a Maryland institution of higher learning receive additional consideration. When initially applying MD residence is a must.
3. A typed letter between two and five pages from the applicant must accompany their application. The letters illustrating the applicant's efforts in the areas of promoting, implementing, and instructing Information Technology, as well as clearly communicating why they should receive a scholarship are preferred.
4. A paper copy of the applicant's academic transcripts, from the previous academic year, must accompany the application.
5. A paper copy of the student's schedule of classes, for the current or next academic period must be furnished prior to distribution of scholarship monies.
6. An active member of the Baltimore Chapter of AITP must sponsor each applicant. Each sponsor must submit a typed letter to the VP of Scholarship concerning the applicant by April 1st. Each sponsor may submit only one applicant per year. No applicant may have more than one sponsor. Sponsorship letters illustrating the applicant's efforts as stated in paragraph 3 will receive priority consideration. **(Waived for 2010 only)**
7. The VP of Scholarship will notify each applicant as their application and supporting documents are received.
8. Applications are evaluated in April and the VP of Scholarship notifies the winners in late April.
9. The winners are announced at the September meeting. Each scholarship winner and a guest will be invited to attend the September meeting as a guest of the Baltimore AITP chapter
10. Members of the Baltimore AITP chapter cannot sponsor themselves.
11. No scholarship will be awarded for programs or instruction already completed.
12. The scholarship award is intended for college-associated expenses. By accepting the scholarship, the student agrees to provide receipts, including paid in full tuition receipt, for the entire amount awarded.
13. Payment will be made to student recipients in equal payments at the beginning of each term in the academic year.
14. If there is evidence of tampering or an attempt is made to influence the scholarship committee, the student's application will be withdrawn without notice.
15. Only scholarship winners will be notified.

For further information, contact the VP Scholarship, ingrid@baltimoreaitp.org.

AITP BALTIMORE SCHOLARSHIP APPLICATION

APPLICANT'S NAME: _____

ADDRESS: _____

PHONE #: _____ SPONSOR'S NAME/PHONE #: _____

HIGH SCHOOL CITY WHERE STUDENT GRADUATED: _____

The following applies to the education for which the scholarship award is sought.

NAME OF SCHOOL/COLLEGE: _____

ADDRESS: _____

PROGRAM OR MAJOR: _____

START DATE: _____ ANTICIPATED COMPLETION DATE: _____

Please provide information on education programs completed.

HIGH SCHOOL: _____ VOCATIONAL SCHOOL: _____

GPA: _____ GPA: _____

YEAR GRADUATED: _____ YEAR GRADUATED: _____

COLLEGE: _____

LAST YEAR ATTENDED: _____ DEGREE: _____

MAJOR: _____ GPA: _____

Applicant Email Address: _____

APPLICANT'S SIGNATURE: _____

SPONSOR'S SIGNATURE: _____ (Waived for 2010 only)

DATE OF APPLICATION: _____ APPLICATION DEADLINE: APRIL 1ST

Please Email or fax this application with sponsor's letter, Applicant's letter and your most recent transcript to:

AITP Scholarship Program
Email: ingrid@baltimoreaitp.org
Fax: (240) 295-6150