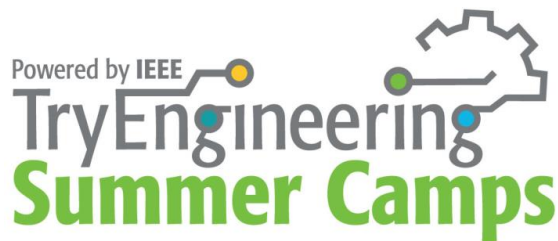




## 2018 Scholarship Application and Information for IEEE TryEngineering Summer Camps

<p><b>Scholarship Information</b></p>	<p>The <b>TryEngineering Summer Camp Scholarship</b> is a “<i>need based</i>” scholarship that offers financial assistance to students interested in learning more about the opportunity of pursuing career paths in engineering and technology.</p> <ul style="list-style-type: none"> <li>• 1 Full scholarship per location, per session. A full scholarship is the equivalent to full tuition.</li> <li>• 4 Half scholarships per location, per session. A half scholarship is the equivalent to 50% off the tuition cost.</li> </ul> <p>The scholarship may only be applied towards the reduction of camp tuition for the year of application. It cannot be used towards related expenses such as, but not limited to, travel and purchase of individual camp supplies incurred before, during or after attendance.</p> <p>If the student is selected, once proof of online registration is received, the scholarship will be applied directly to the student’s tuition balance. <b>The scholarship is not tax deductible.</b></p>
<p><b>Eligibility</b></p>	<p>Eligible applicants must be rising 8<sup>th</sup> through 12<sup>th</sup> graders (or ages 12 through 17). Current IEEE employees and their family members are ineligible for this scholarship. The scholarship is only available to United States residents. International applicants are not eligible.</p>
<p><b>Selection Criteria</b></p>	<p>Selection criteria will include the following areas: demonstrated financial need, personal essay, and letters of recommendation. The selection committee has the right to consider other factors during the selection process.</p>
<p><b>Deadlines &amp; Delivery</b></p>	<p>Applications must be completed and postmarked by: <b>Friday, March 30, 2018.</b> <b>Applications postmarked after the deadline will not be reviewed.</b></p> <ul style="list-style-type: none"> <li>• Applicants will be notified by email <b>by Thursday, April 19, 2018 by 5:00PM US EDT</b> if they have received the scholarship.</li> <li>• <b>The applicant and their guardian must sign and return the acceptance form by Monday, May 7, 2018 by 4:00PM US EDT.</b> If the deadline is not met, your scholarship award will be forfeited.</li> </ul> <p>Completed Scholarship Applications must be mailed to: <b>Branded Camp Services, ATTN: IEEE Scholarship, 65 15<sup>th</sup> Street, Suite 2R, Brooklyn, NY 11215.</b></p> <p>Applications missing documents will not be reviewed. Applications postmarked after the deadline will not be reviewed. Please do not include additional documents, they will not be reviewed. Materials will not be returned to the applicant.</p>
<p><b>Contact</b></p>	<p>If you have any questions, you can email <a href="mailto:info@engineeringsummercamps.com">info@engineeringsummercamps.com</a> with the subject line: <b>2018 Scholarship Question.</b></p>



## 2018 Scholarship Application Breakdown for IEEE TryEngineering Summer Camps

The scholarship review committee will select recipients based on the following:

### 1. Application Form

- a. All questions must be completed.
- b. Both applicant and guardian signatures are required on the application form.

### 2. Financial Need

- a. \*Applicant must provide proof of financial need by submitting the first page of their federally filed tax return. (Social Security numbers can be redacted (e.g. blacked out).

### 3. Personal Essay

- a. **Essay Question: Why do you want to attend this camp and what impact do you think it will have on your future?**
  - i. Font - 12 pt. Times New Roman
  - ii. Double Space - The entire essay should be double-spaced with no extra space between paragraphs.
  - iii. Margins - One-inch margins all around.
  - iv. Page Number - Your last name and the page number should appear in the upper right corner of each page of your essay, including the first page (e.g. **Jones 3**).
  - v. Title: Your essay should include a title. The title should be centered and should appear under the heading information on the first page and above the first line of your essay.
  - vi. Alignment - Entire essay should be "left justified."
  - vii. *Note: If the essay exceeds 1,000 words, reviewers will not read past the designated amount.*

### 4. 2 Letters of Recommendation

- a. Each letter of recommendation should be no longer than one page.
- b. Letters must include the name and contact information for the reference, how the reference knows the applicant, and the referrer's signature at the bottom.
- c. **Letters from the following are acceptable:** Current or former teachers, guidance counselors, mentors, coaches, and other individuals familiar with the applicant.
- d. Letters from family members will not be accepted.

### 5. \*Letter of exception

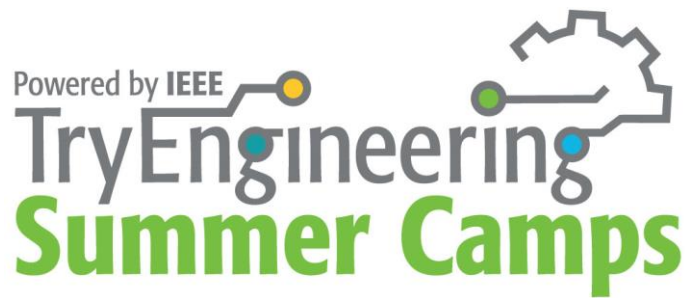
- a. Font - 12 pt. Times New Roman
- b. Double Space - The entire essay should be double-spaced with no extra space between paragraphs.
- c. Margins - One-inch margins all around.
- d. Page Number - Your last name and the page number should appear in the upper right corner of each page of your essay, including the first page (e.g. **Jones 3**).
- e. Alignment - Entire essay should be "left justified."
- f. *Note: If the essay exceeds 1,000 words, reviewers will not read past the designated amount.*

\*If an applicant cannot provide financial information, they must write a letter of exception explaining why the financial information cannot be provided and describing their financial situation to qualify for a needs-based scholarship.

**Please read all instructions and information before filling out the application.**

**Reminder:**

- Incomplete applications and packages will not be reviewed.
- Applications postmarked after the deadline will not be reviewed.
- Applications without a parent/guardian signature will not be reviewed.
- Please do not attach any additional documents to the application that have not been requested. They will not be reviewed.



## 2018 Scholarship Application Guidelines and Instructions

### General Information/Criteria

1. The IEEE TryEngineering Summer Camp Scholarship offers need based scholarships for rising 8<sup>th</sup> through 12<sup>th</sup> graders (or ages 12 through 17) who will attend one of the TryEngineering Summer Camps at one of the four camp locations during the summer 2018.
2. Scholarships are awarded in accordance with TryEngineering's Committee Guidelines.
  - a. Selection criteria will include, but are not limited to: demonstrated financial need, personal essay, and letters of recommendation. The selection committee has the right to consider other factors during the selection process.
3. The applicant is responsible for gathering and submitting all necessary information and official documents by the submission deadline.
4. Current IEEE employees and their family members are ineligible for this scholarship.
5. The scholarship is only available to United States residents. International applicants are not eligible.
6. The IEEE TryEngineering Summer Camp Scholarship does not and shall not discriminate based on race, color, religion (creed), gender, gender expression, national origin (ancestry), disability, or sexual orientation, in any of its activities or operations.
7. Applications must be postmarked no later than **Friday, March 30, 2018**. Applications postmarked after the deadline will not be eligible.
8. Applicants do not need to be registered for a camp prior to the submission of the scholarship application. If you are selected for an award, you will be required to register for camp after acceptance.
9. Applicants will be notified via email of the Selection Committee's decisions by **Thursday, April 19, 2018 by 5:00PM US EDT**.
10. Scholarship winners must agree to any publicity the IEEE Camps may want to use, including but not limited to, publication of photos, usage of name, and award amounts.
11. Students and their guardian must fill out, sign and return the acceptance form via email for the scholarship by **Monday, May 7, 2018 by 4:00PM US EDT**. If deadline is not met, your scholarship award will be forfeited.
12. If you have any questions, you can email [info@engineeringsummercamps.com](mailto:info@engineeringsummercamps.com) with the subject line: **2018 Scholarship Question**. Please, no calls.
13. This scholarship is not tax deductible and the applicant if awarded, must report the award as income on their taxes. You will be required to supply a completed and signed W-9 and will receive a 1099MISC form from IEEE reporting the scholarship amount to the IRS

### Eligibility Each applicant must meet the following requirements:

1. Must be a rising 8<sup>th</sup> through 12<sup>th</sup> grader (or ages 12 through 17).
2. Must be intending to attend a 2018 camp at one of the four locations.
3. Current IEEE employees and their family members are ineligible for this scholarship.
4. The scholarship is only available to United States residents. International applicants are not eligible.

## Limitations

1. Scholarship funds can only be applied to the July 2018 camps. Funds cannot be deferred to future years.
2. The scholarship may only be applied towards the reduction of the tuition of the camp. It cannot be used towards related expenses such as, but not limited to, travel and purchase of individual camp supplies incurred before or during attendance.
3. The scholarship will be applied to applicant's the balance by **Monday, May 21, 2018 by 4:00PM US EDT.**
4. The applicant is required to pay any remaining outstanding tuition balances by **Friday, June 1, 2018 by 5:00PM US EDT.**

## Scholarship Selection Committee

1. The Selection Committee will be composed of two employees of IEEE, two IEEE volunteers, and two employees of Branded Camp Services.
2. The Selection Committee will select all recipients and alternates.
3. All decisions are final.

## How to Apply

1. All questions in the application form must be filled out.
2. Please print out the PDF and all its attachments.
  - a. Please print legibly in black or blue ink or type, using only the available spaces on the form. Do not use the back of the form.
  - b. You may type your answers into the application, however it must include the applicant and parent/guardian signature.
  - c. Essay letter should be typed, see instructions above.
  - d. Letters of recommendation should be typed out and include recommender's signature, see instructions above.
  - e. If needed, the letter of exception should be typed and not to exceed 1,000 words.
3. Completed Scholarship Applications must be mailed to: **Branded Camp Services, ATTN: IEEE Scholarship, 65 15<sup>th</sup> Street, Suite 2R, Brooklyn, NY 11215** postmarked no later than **Friday, March 30, 2018.**

## Application Completion

This application becomes complete and valid only when all the pages listed below are delivered. All materials must be submitted at the same time.

1. **Application Form**
2. **Financial Form** - first page of your federally filed tax return
3. **Personal Essay**
4. **2 Letters of Recommendation**
5. **\*Letter of exception**

\*only if necessary

## After Application Submission

1. Once the application and been received by the Selection Committee, you will get an email notification that the application is in our possession.
  - a. This email notification is your receipt that it has been received within the deadline.
  - b. If you do not receive an email notification, the application has not been received.
  - c. The email notification does not imply the application is in the acceptable condition for review, such as missing required elements and/or forms.
  - d. Please do not call or email asking if your application has been received immediately after sending. We will not respond.
2. After the Selection Committee makes its decisions, you will be notified by email no later than **Thursday, April 19, 2018 by 5:00PM** of its decision.

3. If you have been awarded a scholarship, you will be sent the acceptance form and rules. The **applicant and parent/guardian must sign and return the acceptance form via email by Monday, May 7, 2018 by 4:00PM**. Not doing this by the deadline can result in the forfeiture of the award.
4. Once the form has been received by the Selection Committee, you will be contacted about registration for camp.



## 2018 Scholarship Application

### Personal Data Sheet – PART 1

APPLICANT'S INFORMATION			
Name (First and Last)			
Street Address (Address, City, State, Zip)			
Phone Number		Email Address	
Age	Grade	High School Name & Address	
GAURDIAN'S INFORMATION			
Name (First and Last)			
Relationship to Applicant		Street Address (Address, City, State, Zip)	
Phone Number		Email Address	
Are you a member of IEEE Membership Organizations?  Circle One:            Yes            No		If yes, please provide your membership ID:	

## Camp and Scholarship Data Sheet – PART 2

APPLICANT'S CAMP INFORMATION	
<p><b>Have you attended TryEngineering Camp before?</b></p> <p>Circle One:            Yes                            No</p>	<p><b>If yes, list the location(s) and date(s):</b></p>
<p><b>Have you applied for TryEngineering scholarship before?</b></p> <p>Circle One:            Yes                            No</p>	<p><b>If yes, list the year of application(s):</b></p>
<p><b>Are you currently enrolled in camp for 2018?</b></p> <p>Circle One:            Yes                            No</p>	<p><b>If yes, list the location(s) and session(s):</b></p>
<p><b>If no, please list intended location and session enrollment:</b></p>	

## Financial Information Sheet – PART 3

APPLICANT'S FINANCIAL INFORMATION	
<p><b>Will you be including your last filed federal tax (or international equivalent) return with this application?</b></p> <p>Circle One:            Yes                            No</p>	<p><b>If yes, list the year of the tax return:</b></p>
<p><b>Number of people in household:</b></p>	<p><b>Annual Household Income:</b></p>



I have read and understand the application requirements for the IEEE TryEngineering Summer Camps Scholarship Program. All the information provided above is, to the best of my knowledge, accurate.

I understand that if I receive full or partial scholarship, I will be able to participate in the camp of my choice at IEEE TryEngineering Summer Camps. I am making a commitment to arrive on time for the session and to participate fully in the program. I understand that if I am removed from camp due to breaking the rules before the completion of camp, that my family may be required to pay the full or partial amount of the scholarship as penalty.

---

Student Printed Name

---

Student Signature

---

Date

As parent or guardian, I understand that if my child is removed from camp for breaking the rules, I may be required to pay the full or partial amount of the scholarship as penalty.

As parent or guardian, I understand this scholarship, full or partial, only covers tuition and I am responsible for the cost of transportation, supplies and incidentals.

I understand, if awarded, the scholarship is not tax-deductible. I must report the scholarship amount as income on my taxes. I must provide a completed W-9 form to BCS with my acceptance form. I understand I will receive a 1099MISC form from IEEE, who will be reporting the scholarship amount to the IRS.

I will provide transportation and plan for this student to attend camp.

I understand that I am knowingly providing information to the IEEE TryEngineering Summer Camps. As such, I understand that my information will be reviewed the by Selection Committee and potential unforeseen third-party individuals throughout this process. I understand the risks inherit in mailing the application and listed attachments and do not hold liable Branded Camp Services for any potential or future breaches in security.

---

Parent or Guardian Printed Name

---

Parent or Guardian Signature

---

Date

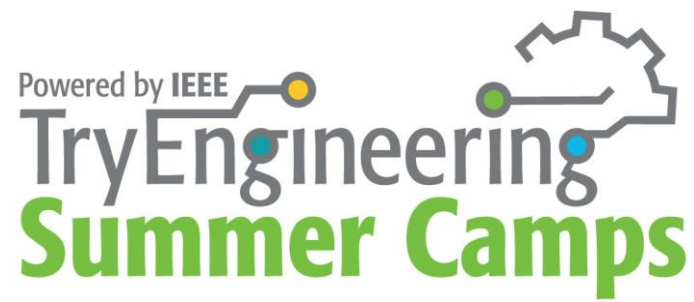
*Scholarships will be awarded based on financial need, essay and letters of recommendation and availability of scholarships at camp, per session. IEEE TryEngineering Summer Camps will try to meet as many scholarship requests as it can. The IEEE TryEngineering Summer Camp Scholarship does not and shall not discriminate based on race, color, religion (creed), gender, gender expression, national origin (ancestry), disability, or sexual orientation, in any of its activities or operations.*



## 2018 Scholarship Essay

**Why do you want to attend this camp and what impact do you think it will have on your future?**

*You can type your essay in a separate document, it does not need to be on this letterhead.*



## 2018 Letter of Exception

If you have not included a federally filed tax return with this scholarship application, **please explain why the financial information was not provided and explain your current financial situation to qualify for needs-based.**

*You can type your essay in a separate document, it does not need to be on this letterhead.*