

**SOCIETY OF WOMEN ENGINEERS
LOS ANGELES SECTION
SCHOLARSHIP APPLICATION**

Deadline: April 1, 2004

Each year the Los Angeles Section of the Society of Women Engineers administers several ONE THOUSAND DOLLAR SCHOLARSHIPS (\$1,000 minimum) which are funded by donations from industry and individuals to encourage women to study engineering and alleviate the financial burden.

In general, a successful applicant must demonstrate a high academic ability and show a keen interest in her professional development in the field of engineering by participating in technical organizations, holding leadership positions, conducting research projects or pursuing engineering or non-engineering related work experience. She is a problem solver, a committed doer and an effective communicator. She should be considered an example to other students as a potential leader, both technically and socially. Special consideration will be given to those with unique circumstances and financial need.

One scholarship will be allocated for Reentering women. A reentrant is defined as a woman who has been out of the engineering job market for at least two years.

Applicants will be judged in the following categories:

- (A) A woman enrolled in good standing in an engineering curriculum leading to a Bachelor's degree or higher at USC, UCLA, Caltech, Cal State LA, Cal State Northridge, Harvey Mudd, Loyola Marymount, Cal Poly San Luis Obispo, or UC Santa Barbara. The college or university must be accredited by ABET or a regional accrediting association in the Southern California area.
- (B) A woman enrolled in good standing in an engineering curriculum leading to an Associate's degree at a community college included within the SWE-LA section. The applicant must be planning to enter a Bachelor's degree program in an engineering curriculum and should provide a copy of the letter of acceptance or application to such a program.

To be eligible, an applicant must fall into either of the above categories and:

- (1) Be in a position to accept the scholarship toward undergraduate or graduate engineering studies in an accredited school in October following presentation of the award.
- (2) Furnish an official transcript and statement of "good standing" from the Department Head, the Dean, or the Registrar.
- (3) Meet the application deadline.

To qualify for full scholarship, the student's cumulative units must average full time status. Partial scholarships will be awarded to students graduating early.

If you meet these qualifications, please complete the enclosed application using the instructions on the back of this page. The schedule for the application process is as follows:

- (1) Application must be submitted by April 1, 2004
- (2) An interview will be conducted in April/May 2004
- (3) A letter of announcement will be sent by July 31, 2004
- (4) The award will be presented at a Formal Award Ceremony in October 2004. Details will be sent to award recipients.

INSTRUCTIONS FOR APPLICANTS

APPLICATION: To be accepted for judging, an applicant must submit all required items as herein itemized, postmarked no later than April 1, 2004. These items can either be submitted all in one package, mailed by the applicant herself, or can be mailed separately, each person serving as a reference mailing their own letters directly to the address below. If the items are mailed separately, enclose the names of the references with your application. The applicant is responsible for seeing that all necessary information (letters, transcript, statement of "good standing", and completed application form) are submitted by the deadline. The applicant will be disqualified from judging, with no further follow-up, if these instructions are not followed.

NOTE: Copies of letters submitted for other scholarship applications are acceptable.

APPLICATION FORMS: Official scholarship forms from the Los Angeles Section of the Society of Women Engineers are mailed annually to the student section and/or the Dean of Engineering in each school in Southern California where women students are accepted in curricula leading to degrees in engineering. Additional application forms may be requested directly from SWE at the address below. Use of copies or reproductions is permitted.

MAILING INSTRUCTIONS: Mail all items by regular mail **postmarked by April 1, 2004** to the chair of the Scholarship Committee (address shown below). Please do not send registered or certified mail!

Laura Fischer
SWE-LA Scholarship Chair
26531 Sunbird Court
Valencia, CA 91355

OTHER SCHOLARSHIPS: Applicants having other scholarships and/or previous Society of Women Engineers scholarships are eligible to apply.

THE FOLLOWING SPECIFIC ITEMS MUST BE SUBMITTED FOR ALL APPLICANTS:

- 1. APPLICATION FORM:** Completed Scholarship Application (Additional Information may be attached to the application if there is not enough room in any of the blanks). Completed applications for the SWE Headquarters Scholarship are acceptable.
- 2. TRANSCRIPT AND STATEMENT OF "GOOD STANDING":** Official copy of applicant's transcript showing grades for the entire enrollment, in current school and prior college or university, **and** a statement of "good standing" from the Department Head, Dean, or Registrar. **NOTE: TRANSCRIPT IS NOT A STATEMENT OF GOOD STANDING.**
- 3. APPLICANT'S LETTER:** A letter written by the applicant addressed to the Scholarship Award Committee. The letter is not to be more than one typewritten page in length and should describe the applicant's feelings on the following:
 - a. Why she decided to study engineering and why she chose her particular major.
 - b. Why she has applied for this scholarship.
- 4. REFERENCE LETTER NO. 1:** Letter of reference from the Engineering Department Head, an engineering professor or her faculty advisor (letter should indicate the class standing of the applicant relative to other students.)
- 5. REFERENCE LETTER NO. 2:** Letter of reference from another engineering professor (not Department Head) in whose class the applicant has been, or is enrolled OR from an employer (present or former) but not a relative. The applicant's employment need not be connected with engineering.
- 6. REFERENCE LETTER NO. 3:** Optional. Letter of reference from either a professor or employer may be submitted.

FOR ASSOCIATE DEGREE CANDIDATES ONLY: In addition to the above items, the applicant must detail her plans to enter a Bachelor's Degree program in an engineering curriculum. A copy of the letter of acceptance or application to such a program must be submitted.

COLLEGE ACTIVITES: ON/OFF CAMPUS

SCHOLASTIC HONORS (Names/Year)

SOCIETIES & ORGANIZATIONS (Names, offices held, activities, responsibilities, dates of memberships)

HIGH SCHOOL ACTIVITIES

SCHOLASTIC HONORS (Names/Year)

SOCIETIES & ORGANIZATIONS (Names, offices held, activities, responsibilities, dates of memberships)

Only list honors and activities from your junior and senior year of high school

OTHER RELEVANT OR UNUSUAL INFORMATION

AWARDS (Names/Years) and/or SPECIAL CIRCUMSTANCES: (Accident, Family obligations, and etceteras)

I believe all of the above information to be true. I hereby apply for the Los Angeles Section Society of Women Engineers Scholarship. It is my understanding that I will be notified by July 31, 2004 if I have been selected as the recipient of an award. I intend to be enrolled as an engineering student in October 2004.

Signature of Applicant

Date Signed