



2010 Amelia Earhart Memorial Scholarship Application *Academic Scholarship*

Application Package

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Appendix 1: Applicant Checklist - **download separately from website**

Appendix 2: Chapter AE Scholarship Chairman Instructions & Checklist
– **download separately from website**

Deadlines & Timeline

Applicant-to-Chapter Submission Deadline: BY DECEMBER 1, 2009

Applicant-to-Section Submission Deadline: BY DECEMBER 20, 2009

Section-to-Trustees Submission Deadline: BY JANUARY 15, 2010

Applicant MANDATORY Update to Trustees: BY FEBRUARY 1, 2010

Trustees Notify Winners: BY APPROXIMATELY MAY 1, 2010

AEMSFS Scholarship Awards Banquet: 99s International Conference, Kona, Hawaii July 2010

Winners' Training Must Be Complete: BY JUNE 30, 2011

QUESTIONS?

Contact Peggy Doyle or Madeleine Monaco, AEMSFS Co-Chairs
AEChair@ninety-nines.org or Peggy 540-349-1479 or Madeleine 847-358-1747
www.ninety-nines.org/aemfs.html



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APPLICANT ELIGIBILITY REQUIREMENTS

1. **MEMBERSHIP:** Applicant must be a Member of The Ninety-Nines, Inc., and been so continuously since December 1, 2008. *NOTE: May include time as Future Woman Pilot or Associate Member.*
2. **GOAL:** Applicant must have a specific goal for advancement in aviation or aerospace. This goal may be to qualify for or to advance in an aviation-related profession or charitable cause.
3. **FINANCIAL NEED:** Applicant must demonstrate a need for financial assistance to progress toward her goal.
4. **FLIGHT CURRENCY:** At time of application, applicant must be current and qualified as pilot **if** course includes flight training, i.e., current flight review, competency or proficiency check, or equivalent. *NOTE: Landing / instrument currency not required.*
5. **COLLEGE ENROLLMENT:** At time of application, Applicant must be currently enrolled in any aviation or aerospace-related degree or certificate program at any accredited college or university.
6. **ACADEMIC STANDING:** Associates, Bachelors or higher degree students must have cumulative grade point average (GPA) of 3.0 or better on a 4.0 scale, or equivalent.
7. **APPLICATION:** The AE Scholarship application is the mechanism by which the applicant states her scholarship request, including course or training sought and monetary amount requested, and explains how this will help her to advance in aviation or aerospace. The applicant is responsible for ensuring that the application is complete and true in every respect.

INCOMPLETE, LATE, or FRAUDULENT applications will be DISQUALIFIED.

No Applicant Eligibility Requirements or deadlines may be waived.

Disqualification will result from not meeting eligibility requirements or following procedures.



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APPLICANT INSTRUCTIONS

1. The AE Academic Scholarship provides up to \$5000 annually towards a college degree in aviation or aerospace. Students may re-apply each year for continuing support through graduation. Examples: Associates, Bachelors, Masters, or Doctorate degree in fields such as aerospace engineering, aviation technology, aviation business management, air traffic management, or professional pilot. NOTE: If flight training is integral to curriculum, either this Academic Scholarship application or the Flight Training application may be used as appropriate.
2. Submit one (1) AE Scholarship application on 8½ x 11 or A4 size paper and be neat and legible in English. It may be completed by computer, typewriter, or by hand, but all signatures must be in ink pen – electronic or typed signatures not allowed. Indicate “N/A” for “not applicable.” Use more space or attach extra page to relevant Part, if needed.
3. Verify and establish positive contact with your Section AE Scholarship Chairman, using the online directory. If none, it is your Section Governor. (Members-at-Large: it is the International President.) **Chapter Members**: Verify and establish positive contact with your Chapter AE Scholarship Chairman. If none, it is your Chapter Chairman.
4. Chapter Members: It is the Applicant's responsibility to request 99s Recommendation from her chapter. Completed application is to be submitted to the Chapter **by December 1**. The complete application package submitted to your chapter consists of the Application Parts I-IX including documentation (the 99s Certification and Recommendation will be blank), and the Cover Sheets for Applicant's Chapter and Section AE Scholarship Chairmen. The 99s Certification and Recommendation must be completed. Return original to the applicant, keep one copy.
5. ALL Applicants: You are responsible for submitting original Parts I-IX including documentation and the Cover Sheets for Applicant's Chapter and Section AE Scholarship Chairman, to your Section AE Scholarship Chairman, or if none, to your Section Governor. Members-at-Large: Submit to International President. If you are recommended by your chapter, obtain original application with completed 99s Certification and Recommendation for submission to Section. **Submit to Section no later than the deadline of DECEMBER 20, 2009.**
6. Applicant is responsible for ensuring that application package is complete in every respect. Staple or clip pages – do not use any type of binder or cover. Make a copy of your complete application, including Eligibility Requirements and Instructions, and retain for your records.

Suggestions for strengthening your AE Academic Scholarship application

Establish financial need

Be an active, participating Ninety-Nines member.

Be active in aviation extracurricular activities.

Demonstrate high academic achievement.

Have reachable, realistic goals.

7. **MANDATORY UPDATES**: If required for eligibility, applicant **MUST** provide the following documentation to the designated AEMSF Trustee **so that she will receive it by the deadline of FEBRUARY 1, 2010**.
 - ✓ Proof of continuing enrollment as per Applicant Eligibility Requirements.
 - ✓ Proof of meeting GPA requirements as per Applicant Eligibility Requirements.
 - ✓ Status of any scholarships or grants pending at time of initial application.
 - ✓ Any missing information or documentation, or any other change that affects eligibility or application.
8. Applicant is responsible for following instructions, meeting all deadlines, and tracking the progress of her application through the review and selection process. Use Applicant Checklist and follow up at every step.
9. ALL SHIPMENTS: Submit one original, keep one copy. Send in a single, trackable shipment. Retain shipment tracking number and receipt. United Parcel Service is our preferred shipping provider.
10. Winners will be notified by **MAY 1, 2010**. Scholarship reimbursement period ends **JUNE 30, 2011**.



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Part I: APPLICANT CERTIFICATION

Applicant Name:	Chapter & Section:
Degree or Certificate Program:	Amount Requested (up to US\$5000):

By my signature below, I certify that

- ✓ I meet all Applicant Eligibility Requirements for the AE Academic Scholarship and, if applicable, will provide additional proof of eligibility by February 1.
- ✓ My application reflects an honest appraisal of my ability to complete the goal requested herein.
- ✓ My application is complete, true, and correct in every respect.
- ✓ I understand that any misrepresentation, concealment, or omission of required information is grounds for disqualification or withdrawal of scholarship.
- ✓ I understand that no reimbursement will be made for travel/food/lodging expenses, and no payment will be made to any AE Scholarship winner for training taken before she has received written notification of her award and the appropriate Trustee has received the winner's signed Official Acceptance Form.
- ✓ I assume full responsibility for meeting all deadlines and tracking the progress of my application through the review and selection process.

I further certify that, if awarded an AE Scholarship, I will:

- ✓ Return Official Acceptance Form with a hard copy photo in color or black and white (or can be emailed if resolution is 300 dpi or greater), and brief biographical statement of 200 words or less immediately after receiving written notification of my award.
- ✓ Use the funds solely for the specific purpose for which I am applying.
- ✓ Begin training as stated in your course outline applied for, and use the scholarship by June 30, 2011.
- ✓ Communicate monthly, submit receipts monthly, and provide timely notification of changes to contact information to AEMSF Trustees through June 30, 2011.
- ✓ Maintain eligibility requirements through June 30, 2011.
- ✓ Maintain 99s membership through 2015.
- ✓ Assist in the promotion of the Amelia Earhart Memorial Scholarship program and The Ninety-Nines.

Applicant Signature (in ink)

Date



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Part II: PERSONAL INFORMATION

Applicant Name:

Previous surnames used:

Complete mailing address:

Email address:

Home phone:

Work or cell phone:

Date joined The Ninety-Nines:

Short-term goal in requesting this scholarship:

Long-term goal in aviation/aerospace:

Year(s) previously applied for AE Scholarship:

Year(s) previously awarded AE Scholarship:

Progress made since last AE Scholarship application or award:

List all other scholarships and grants received this year, amount, and purpose:

List all other scholarships and grants pending, amount, purpose, and expected notification date:

MANDATORY: Provide update so designated AEMS F Trustee receives it by February 1, as per Instructions.

Highest academic degree and where obtained:

Present position, employer, and date employed:

Summary of employment in last five years:

Annual gross (total) household income:

(IF YOU ARE A DEPENDENT, YOU MUST REPORT PARENTAL HOUSEHOLD INCOME IN ADDITION TO PERSONAL INCOME. If you wish to explain the household income above in further detail you may do so in your Essay. You may also submit a copy of your prior year's annual tax return directly to the receiving AE Trustee.)

Number of people in household:

Aircraft owned, and percentage of ownership:



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Part III: PILOT EXPERIENCE

Applicant Name: _____

Pilot Certificates & Ratings Held	Date Obtained Mo/Day/Year	Expiration Date (if applicable)	Pilot Certificates & Ratings Held	Date Obtained Mo/Day/Year	Expiration Date (if applicable)
Student Pilot (First Solo)			Airline Transport Pilot Multi-Engine		
Recreational Pilot			Other:		
Sport Pilot			Other:		
Private Pilot Single-Engine			Flight Instructor Single-Engine		
Instrument			Multi-Engine		
Other:			Instrument		
Commercial Pilot Single-Engine			Other:		
Multi-Engine			Other:		
Other:			Other:		

Training & Flight Experience <i>By Conditions of Flight</i>	Dual Received (as Student)	Pilot-in-Command			Second-in-Command	TOTAL
		Solo (as Student)	Pilot-in-Command (since Private)	Dual Given (as Instructor)		
Night						
Cross-Country						
Actual Instrument						
Simulated Instrument (in flight)						
Aircraft Simulator or Flight Training Device						
Other:						
Other:						

Training & Flight Experience <i>By Aircraft Category and Class</i>	Dual Received (as Student)	Pilot-in-Command			Second-in-Command	TOTAL
		Solo (as Student)	Pilot-in-Command (since Private)	Dual Given (as Instructor)		
SE Piston						
ME Piston						
SE Turboprop						
ME Turboprop						
SE Turbojet						
ME Turbojet						
Glider						
Helicopter						
Other:						
Other:						
TOTAL						



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Part III: PILOT EXPERIENCE continued

Pilot certificate number, date issued, and issuing country:

Date and type of flight review, competency or proficiency check, or equivalent:

Medical certificate, date issued, and class:

Hours flown last 12 months:

Part IV: DEGREE PROGRAM & CURRICULUM

Attach documentation as per Part VII

Name and Address of College or University:

Type of Degree or Certificate being pursued:

Program or Major:

Date of initial enrollment:

Expected graduation date:

Description of curriculum during upcoming terms:

Is flight training integral to the curriculum? If so, for which certificate(s) or rating(s)?



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Part V: APPLICANT ESSAY

Applicant Name:

Write in this space, OR ATTACH ONE SINGLE SHEET OF PAPER IN ITS PLACE. Essay may not exceed one page (one side only) and should include at least the following elements:

- ✓ Tell us about yourself, your activities in aviation, and your participation in The Ninety-Nines. Be specific.
- ✓ Describe your goals in aviation or aerospace, and opportunities ahead. Tell us what you have already accomplished in pursuit of these goals, and pertinent to specific the degree sought. Why are you seeking this specific education and training? How will it help you to qualify for or to advance in an aviation-related profession or charitable cause?
- ✓ Tell us how you have financed your training and education so far. Provide your current annual gross household income and make a statement of financial need for completion of this training.
- ✓ How will awarding you this scholarship benefit The Ninety-Nines and the aviation community?



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Part VI: LETTER OF PERSONAL RECOMMENDATION

Applicant Name:

Write in this space OR ATTACH ONE SINGLE SHEET OF PAPER IN ITS PLACE one (1) letter of personal recommendation by an individual who can describe applicant's character and experience in areas other than aviation. *NOTE: This letter may NOT be written by any 99s member or family member.* Suggestions: Request from respected friend, teacher, or mentor; spiritual guide, priest, pastor, or rabbi; or supervisor from work or volunteer project. The letter should include at least the following elements:

- ✓ You may address your letter to the AE Scholarship Trustees and Judges.
- ✓ How do you know the applicant, for how long, and how well? Be specific.
- ✓ Describe applicant's character and experience in areas other than aviation.
- ✓ Tell us exactly why you recommend this applicant for an AE Scholarship.



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Part VII: DOCUMENTATION

Attach legible photocopies of all applicable supporting documentation. Write your name clearly on each page. (This checklist is for your use. Do not submit with the application package.)

ALL APPLICANTS:

- Pilot certificate (both sides).
- Proof of pilot currency as per Applicant Eligibility Requirements, (pertinent logbook page or instructor sign-off or other appropriate documentation).
- Proof of enrollment (transcripts or letter of admission).
- Proof of academic standing (GPA) as required by Applicant Eligibility Requirements (transcripts).
- Description of degree program and curriculum or courses for upcoming term(s).
- School forms or bills showing tuition per term or cost per credit or course.

MANDATORY UPDATE DO NOT FORGET!

If required for eligibility, applicant MUST provide the following documentation to AEMSF Trustee below so she receives it by the deadline of FEBRUARY 1.

- Proof of continuing enrollment as per Applicant Eligibility Requirements.
- Proof of academic standing (GPA) as per Applicant Eligibility Requirements.
- Status of any scholarships or grants pending at time of initial application.
- Any missing information or documentation.
- Any other change that affects eligibility or application.

NOTE: Failure to send a required update is grounds for disqualification.

Send documentation in a single, trackable shipment or by fax so Trustee will receive it by February 1. Retain shipment tracking number and receipt. United Parcel Service is our preferred shipping provider.

Send to: Ellen Herring, AEMSF Trustee
1181 W Mountain Nugget Dr,
Green Valley AZ USA

Winter Home Phone: 520-393-3517
Cell Phone: 847-341-4909
Email: *Herring@mc.net*



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Part VIII: 99s CERTIFICATION

NOTE TO APPLICANT: Submit with application package to AE Scholarship Chairman for completion.

Applicant Name: _____

Amount Requested (up to US\$5000): _____

If applicant is recommended, this Part is to be completed by the AE Scholarship Chairman as below and returned to Applicant well before the Section submission deadline of DECEMBER 20.

- **For Chapter Member applicant:** Chapter AE Scholarship Chairman, or, if none, Chapter Chairman.
- **For Section Member applicant:** Section AE Scholarship Chairman, or, if none, Section Governor.
- **For Member-at-Large applicant:** International President.

NOTES: Neither the applicant nor any other 99s Officer may perform these duties or provide certification or recommendation for applicant. Applicant may not act as AE Scholarship Chairman or recommend any other applicant.

By my signature below, I certify that

- ✓ This applicant is recommended for an AE Academic Scholarship by her Chapter (Section).
- ✓ I have written the 99s Recommendation covering all required items (Part IX).
- ✓ I have reviewed this application package, and determined that it is complete in every respect, including documentation.
- ✓ I will complete the AE Scholarship Chairman Checklist and retain it in my records.
- ✓ I will notify the applicant promptly of the status of her application in the review and selection process, as per the Checklist.

Recommended
 Recommended as Alternate

Chapter (Section) Name: _____

99s Officer Print Name: _____

99s Officer Title: _____

Address: _____

Phone/Fax: _____

Email: _____

AE Scholarship Chairman Signature (in ink) *Date*



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Part IX: 99s RECOMMENDATION

NOTE TO APPLICANT: *Submit with application package to AE Scholarship Chairman for completion.*

Applicant Name:

Degree or Certificate Program

If applicant is recommended, this Part is to be completed by the AE Scholarship Chairman as specified in Part VIII. Write in this space or attach a ONE PAGE LETTER IN ITS PLACE WITH YOUR 99s Recommendation, which MUST include at least the following elements:

- ✓ Has she established clear financial need?
- ✓ Is the applicant a participating Ninety-Nine? Be specific.
- ✓ Is she recommended by general accord of her Chapter (Section)?
- ✓ How realistic is her goal? What are her opportunities for advancement in aviation?
- ✓ What has she already accomplished toward this goal?
- ✓ Is the requested funding appropriate, high, or low, relative to the requirements for completion?



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COVER SHEET FOR APPLICANT'S CHAPTER AE SCHOLARSHIP CHAIRMAN

CHAPTER MEMBER APPLICANTS: Complete upper portion and submit to your Chapter AE Scholarship Chairman with application. **DO NOT FORWARD THIS FORM TO THE AE TRUSTEES.**

Applicant Name:	Chapter & Section:
Degree or Certificate Program:	Amount Requested (up to US\$5000): US\$

Previous surnames used:

Complete mailing address:

Email address:

Home phone:

Work or cell phone:

Date joined The Ninety-Nines:

Chapter AE Scholarship Chairman's Notes

Chapter decision about this Applicant:

- Recommended
- Recommended as Alternate
- Not recommended
- Disqualified

IF APPLICANT IS RECOMMENDED BY CHAPTER AS SELECTEE OR ALTERNATE, promptly return original application with recommendation to the APPLICANT. Applicant must receive it with sufficient time for her to submit it to Section before deadline of DECEMBER 20.

IMPORTANT: Refer to Chapter AE Chapter & Section Scholarship Chairman Instructions & Checklist. All shipments must be trackable. United Parcel Service is our preferred shipper. Notify applicant of her status and provide shipment tracking number. Retain this cover sheet and shipping receipt in your records.

Notes:



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COVER SHEET FOR APPLICANT'S SECTION AE SCHOLARSHIP CHAIRMAN

ALL APPLICANTS: Complete upper portion and submit to your Section AE Scholarship Chairman with application. (**Chapter Members:** Submit only if recommended by your Chapter.) **DO NOT FORWARD THIS FORM TO THE AE TRUSTEES**

Applicant Name:	Chapter & Section:
Degree Program:	Amount Requested (up to US\$5000): US\$

Previous surnames used:

Complete mailing address:

Email address:

Home phone:

Work or cell phone:

Date joined The Ninety-Nines:

Section AE Scholarship Chairman's Notes

Section decision about this Applicant:

- Recommended
- Recommended as Alternate
- Not recommended
- Disqualified

IMPORTANT: Refer to Section AE Scholarship Chairman instructions. All shipments must be trackable. United Parcel Service is our preferred shipper. Notify applicant of her status and provide shipment tracking number. Retain this cover sheet and shipping receipt in your records. Deadline for submission of applications to AE Trustees is **JANUARY 15, 2010.**

Notes: