



2010 New Pilot Award Application

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

AE 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, AEMSF Co-Chairs
AEChair@ninety-nines.org or Peggy 540-349-1479 or Madeleine 847-358-1747
www.ninety-nines.org/aemsf.html



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APPLICANT ELIGIBILITY REQUIREMENTS

1. **MEMBERSHIP:** Applicant must be a Future Woman Pilot or Associate Member of The Ninety-Nines, Inc. and if in a Section with Chapters, must be a Chapter Member. *NOTE: No length of membership requirement.*
2. **FINANCIAL NEED:** Applicant must demonstrate a need for financial assistance to progress toward completion of her primary (first ever) pilot certificate.
3. **FLIGHT TRAINING:** Applicant must meet the following requirements at time of application:
 - a) **TYPE OF TRAINING:** Applicant must be pursuing her primary (first ever) pilot certificate or license, such as the Recreational Pilot certificate, Sport Pilot certificate, or Private Pilot certificate, or non-U.S. equivalent. This training may be in any aircraft type appropriate to the primary pilot certificate sought, such as airplane, glider, hot air balloon, etc.
 - b) **SOLO:** Applicant must have soloed in an aircraft type appropriate to the primary pilot certificate sought.
 - c) **MEDICAL CERTIFICATE:** If required for the primary pilot certificate being sought, applicant must have a current, valid medical certificate or evidence of medical eligibility.
 - d) **WRITTEN EXAM:** If required for the primary pilot certificate being sought, applicant must have passed the written exam.
 - e) **OTHER REQUIREMENTS:** Applicants must meet all requirements for the primary pilot certificate sought, specific to the country where the training will occur (other than total flight or training hours).
4. **APPLICATION:** The New Pilot Award application is the mechanism by which the applicant states her scholarship request. The applicant is responsible for ensuring that the application is complete and true in every respect.

No Applicant Eligibility Requirements or deadlines may be waived.

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

INCOMPLETE, LATE, or FRAUDULENT applications will be DISQUALIFIED.



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APPLICANT INSTRUCTIONS

1. The New Pilot Award covers up to US\$1500 towards completion of the Recreational Pilot, Sport Pilot, or Private Pilot certificate, or non-U.S. equivalent, in any aircraft type.
2. Application must be submitted 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. **The submission deadline for your chapter is DECEMBER 1.**
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-VII 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-VII 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. Clip pages – do not use any staples, binder or cover. Make a copy of your complete application and retain for your records.
7. 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.
8. **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.
9. Winners will be notified by approximately **MAY 1, 2010** and must complete training by **JUNE 30, 2011**.

Suggestions for strengthening your New Pilot Award application

- ✓ *Establish clear financial need*
- ✓ *Be an active, participating Ninety-Nines member.*
- ✓ *Strive to find low-cost flight training options.*
- ✓ *If a high school or college student, provide transcripts showing high academic achievement.*



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Part I: APPLICANT CERTIFICATION

| | |
|--|----------------------------------|
| Applicant Name: | Chapter & Section: |
| Primary Pilot Certificate Sought: | Amount Requested: UP TO US\$1500 |
| <p>By my signature below, I certify that</p> <ul style="list-style-type: none">✓ I meet all Applicant Eligibility Requirements for the New Pilot Award.✓ 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 or award.✓ I understand that no reimbursement will be made for travel/food/lodging expenses, and no payment will be made to any Scholarship or Award 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. <p>I further certify that, if awarded a Scholarship or Award, I will:</p> <ul style="list-style-type: none">✓ 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 by June 30, 2010 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 Scholarships and The Ninety-Nines. <p>_____</p> <p style="text-align: center;"><i>Applicant Signature (in ink)</i></p> <p>_____</p> <p style="text-align: center;"><i>Date</i></p> | |



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Part II: PERSONAL INFORMATION

Applicant Name:

Chapter/Section

Previous surnames used:

Complete mailing address:

Email address:

Home phone:

Work or cell phone:

Date joined The Ninety-Nines:

Date of first solo flight:

Total flight hours:

Hours flown last 12 months:

Goal in aviation/aerospace:

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:

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 CLAIM 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:

If you own an aircraft, will you use it for this training? If not, why not?



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Part III: APPLICANT ESSAY

Applicant Name:

Chapter/Section

Write in this space or attach one single sheet 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.
- ✓ 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.
- ✓ Spell out exactly why you need a New Pilot Award, and why you should be selected to receive it.
- ✓ How will awarding you a New Pilot Award benefit The Ninety-Nines and the aviation community?



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Part IV: LETTER OF PERSONAL RECOMMENDATION

Applicant Name:

Chapter/Section

Write in this space or attach one single sheet 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 Officers 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 a New Pilot Award.



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Part V: DOCUMENTATION

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

ALL APPLICANTS:

- Logbook pages for previous 12 months.

If required for primary pilot certificate sought (see Applicant Eligibility Requirements):

- Medical Certificate / Student Pilot certificate (both sides)
- Driver's License or other evidence of medical eligibility (both sides).
- Written test results.

For flight training outside the United States:

- Governmental aviation regulations specifying requirements to begin the training – with proof that they have been met and what is required to complete the certificate or rating sought.



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Part VI: 99s CERTIFICATION

NOTE TO APPLICANT: Complete top portion and submit with application package to AE Scholarship Chairman.

Applicant Name:

Chapter/Section

If applicant is recommended, this Part is to be completed by the AE Scholarship Chairman as below and returned to Applicant well before 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 a New Pilot Award by her Chapter (Section).
- ✓ I have written the 99s Recommendation covering all required items (Part VII).
- ✓ 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 VII: 99s RECOMMENDATION

NOTE TO APPLICANT: Leave blank and submit with application package to AE Scholarship Chairman.

Applicant Name:

Chapter/Section

If applicant is recommended, this Part is to be completed by the AE Scholarship Chairman as specified in Part VI. Write in this space or attach a single sheet in its place, 99s Recommendation, which MUST include at least the following elements:

- ✓ Is the applicant a participating Ninety-Nine? Be specific.
- ✓ Is she recommended by general accord of her Chapter (Section)?
- ✓ Has she established clear financial need?



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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, or if none, your Chapter Chairman, with application. **DO FORWARD THIS FORM TO THE AE TRUSTEES.**

| | |
|-----------------------------------|----------------------------------|
| Applicant Name: | Chapter & Section: |
| Primary Pilot Certificate Sought: | Amount Requested: UP TO US\$1500 |

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 the deadline of DECEMBER 20.

IMPORTANT: Refer to Chapter AE 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, or if none, to your Section Governor, with application. (Chapter Members: Submit only if recommended by your Chapter.) DO NOT FORWARD THIS FORM TO THE AE TRUSTEES.

| | |
|-----------------------------------|----------------------------------|
| Applicant Name: | Chapter & Section: |
| Primary Pilot Certificate Sought: | Amount Requested: UP TO US\$1500 |

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 Chapter & Section Scholarship Chairmen 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. IF APPLICANT IS RECOMMENDED BY SECTION, submit application to designated AEMSF Trustee Ellen Herring, before deadline of JANUARY 15, 2010.

Ellen Herring, AEMSF Trustee
1181 W Mountain Nugget Dr
Green Valley, AZ 85614

Notes: