



## 2018 Amelia Earhart Memorial Scholarship Application *Kitty Houghton Memorial Scholarship*

### Instructions

**Applicant Eligibility Requirements and Instructions:** See separate document available at  
[www.ninety-nines.org/scholarships.htm](http://www.ninety-nines.org/scholarships.htm)

**Please read the FULL Requirements and Instructions in the separate document before proceeding.**

**Exception to Eligibility Requirements:** *Applicant must be a member at the time of application. There is no length of membership requirement for this scholarship.*

### Application Package

Background and Training Program Guidelines	Part V: Letter of Personal Recommendation
Part I: Personal Information	Part VI: Documentation
Part II: Program Description	Part VII: Applicant Certification
Part III: Applicant Essay	Part VIII: 99s Recommendation
Part IV: Letter of Recommendation from an Educator	Part IX: 99s Certification

### QUESTIONS?

Contact Dr Jacqueline Boyd or Shelley Ventura, AEMSF Chair and Vice Chair  
[AECChair@ninety-nines.org](mailto:AECChair@ninety-nines.org) or Jacque 575-613-6746 or Shelley 847-223-2639  
[www.ninety-nines.org/scholarships.htm](http://www.ninety-nines.org/scholarships.htm)

### APPLICANT ELIGIBILITY REQUIREMENT EXCEPTIONS

MEMBERSHIP: There is no length of time requirement for this scholarship.



## 2018 Amelia Earhart Memorial Scholarship Application *Kitty Houghton Memorial Scholarship*

### In Memory of Catherine (Kitty) Houghton

#### Background and Training Program Guidelines

**Purpose:** The Ninety-Nines, other aviators and Kitty Houghton's family have come together to establish this Scholarship to honor the memory and accomplishments of Catherine (Kitty) Houghton, a member of the Ninety-Nines. This International scholarship is to encourage women pilots in emerging economy countries\* who have demonstrated an interest in and enthusiasm for flying and have begun to work on her pilot's license with the ultimate goal to pursue a career in aviation in her home country. It will be for education in flight training or a related field of aviation study that will directly or indirectly bring improved health and education to the people of her country.

**About Catherine (Kitty) Houghton:** She devoted her life to helping people improve their life situation and that of those around them, using her talents in aviation to help those in need. Kitty earned her Bachelors Degree in Anthropology from the University of California, Berkeley, and her M.A. and Ph.D. in Linguistics from Stanford University. She served in the Peace Corps, in one of the very first groups to go to Nepal, from 1964-1966. Later she served in the U.S. Foreign Commercial Service for 24 years working at embassies around the world. She spoke fourteen languages and was fluent in six of them, including Mandarin and Bengali.

It was while stationed in West Africa that Kitty learned to fly. In 1996, living in Ottawa, Canada, she joined the 99s. Following her retirement from the Foreign Service in 2007, she settled in Novato, California, where she served as membership chairwoman of the Marin Chapter and as liaison with International 99s for foreign 99s. She had published a documentary about the Nepal 99s and was working on another one at the time of her death. She also served as a volunteer pilot for Angel Flight, providing free air transportation for people with medical needs and as a pilot for Lighthawk, a non-profit organization providing flight transportation to conservation organizations.

**About the Training:** This scholarship is offered to a member of The Ninety-Nines, preferably one beginning her career post-secondary education from a country defined as a country with an emerging economy. \*An emerging economy country is one defined as NOT in the G20 member countries. The applicant must enroll or be enrolled in an approved educational program and continue towards a degree or certificate with passing grades to continue receiving scholarship funding. The amount of time allowable will depend on the specific program chosen by the applicant not exceeding the normal period of time usually allowed for that course of study. The studies may be taken through any certified program in the country of choice.



## 2018 Amelia Earhart Memorial Scholarship Application *Kitty Houghton Memorial Scholarship*

### Part 1: Personal Information

Name: \_\_\_\_\_ Previous surname: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Email address: \_\_\_\_\_

Phones: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_  
(Please indicate which number is preferred with a \*)

Highest academic level/degree and where obtained: \_\_\_\_\_

Current academic student? (Y/N) \_\_\_\_\_ Where: \_\_\_\_\_

99s Continuous Membership Date: \_\_\_\_\_ Section: \_\_\_\_\_

#### **Scholarship**

Specific Certificate, Rating, or Course Requested: \_\_\_\_\_

Amount Requested in Local Currency: \_\_\_\_\_ In US Dollars: \_\_\_\_\_

*NOTE: AEMSF will use current exchange rate in effect at time of judging to determine final USD Amount.*

List all other scholarships received or pending this year: *Attach additional page if needed.* **MANDATORY:** Send updates on pending scholarships to designated AE Trustee immediately upon learning results through February 20.

Scholarship/Grant Name	Amount	Purpose	If Pending, Expected Notification Date

#### **Aviation**

Date Pilot Certificate first obtained: \_\_\_\_\_

Pilot Certificate number, date issued, and issuing country: \_\_\_\_\_

Other aviation certificates held: \_\_\_\_\_

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

Total flight hours: \_\_\_\_\_ Hours flown last 12 months: \_\_\_\_\_

Current Medical Certificate/Class: \_\_\_\_\_ Date of Issue: \_\_\_\_\_ Age: \_\_\_\_\_

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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#### **Financial & Employment**

Present position, employer, and date employed: \_\_\_\_\_

Summary of employment in last five years: \_\_\_\_\_

Your Annual Gross Income: \_\_\_\_\_ Total Household Annual Gross Income: \_\_\_\_\_

How many people does the total household income support? \_\_\_\_\_

*IF YOU ARE CLAIMED AS A DEPENDENT, YOU MUST PROVIDE 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. Black out Social Security Numbers.*



## 2018 Amelia Earhart Memorial Scholarship Application *Kitty Houghton Memorial Scholarship*

### Part II: Program Description

Applicant Name: \_\_\_\_\_

Name and Address of Institution where training will take place:

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Type of Training being pursued, such as flight training (first flight certificate, advanced ratings, etc.), academic studies toward aviation goals (such as a college courses), and/or technician training in an aviation-related field:

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Brief Description of Program:

**(Note: Also attach documentation from the Institution describing its program and the associated costs.)**

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## 2018 Amelia Earhart Memorial Scholarship Application

### *Kitty Houghton Memorial Scholarship*

### Part III: Applicant Essay

Applicant Name: \_\_\_\_\_

**Write in this space OR ATTACH ONE PAGE ONLY 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 what you have already accomplished in aviation so far, including your flight hours, certificates and ratings.
- Spell out exactly why you should be selected to receive this scholarship.
- Tell us how you intend to use this scholarship.
- What do you plan to do with your education following the program undertaken?
- How will awarding you this scholarship benefit The Ninety-Nines and the aviation community?
- How will you help promote this scholarship and other Amelia Earhart Memorial Scholarships to the aviation community?



## 2018 Amelia Earhart Memorial Scholarship Application

### Kitty Houghton Memorial Scholarship

#### Part IV: Letter of Recommendation from an Educator

Applicant Name: \_\_\_\_\_

**Write in this space OR INCLUDE ONE SHEET ONLY in its place one (1) letter of personal recommendation by an individual who is an educator of the applicant, who can describe applicant's character and experience in her educational endeavors. *NOTE: This letter may NOT be written by any 99s member or family member.* 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 educational endeavors.
- Tell us exactly why you recommend this applicant for this Kitty Houghton Memorial Scholarship.



## 2018 Amelia Earhart Memorial Scholarship Application

### Kitty Houghton Memorial Scholarship

#### Part V: Letter of Personal Recommendation

Applicant Name: \_\_\_\_\_

**Write in this space OR INCLUDE ONE SHEET ONLY IN ITS PLACE** one (1) letter of personal recommendation by an individual who is not in aviation, 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, mentor, spiritual guide 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 this Scholarship.



## 2018 Amelia Earhart Memorial Scholarship Application *Kitty Houghton Memorial Scholarship*

### Part VI: Documentation

Applicant Name: \_\_\_\_\_

**Attach legible photocopies of all applicable supporting documentation. Write your name clearly on each page.**

**ALL APPLICANTS:**

- Pilot certificate or license (both sides).  
Note: For Student Pilot Members, provide a copy of the Student Pilot certificate or, alternatively, show evidence that you meet the applicable student pilot certification requirements of the governing aviation authority where training is being received.
- Proof of pilot currency as per Applicant Eligibility Requirements [pertinent logbook page(s)].
- Any medical certificate required in the Eligibility Requirements.

**For flight training outside the United States:**

- Any applicable governmental aviation regulations specifying requirements to complete the training sought.

### **MANDATORY UPDATE BY FEBRUARY 20!**

**If required for eligibility, applicant MUST provide the following documentation to Designated AEMSF Trustee so she receives it by the deadline of FEBRUARY 20.**

- Status of any scholarships or grants that were pending at time of initial application, or any others you applied for AFTER submitting this AE Scholarship application. If they are still pending as of February 20, you must notify the Trustees as soon as you learn the results.
- Any missing information or documentation or updates to medical certificates.
- Any other change that affects eligibility.

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

**Send documentation in a single, trackable shipment or e-mail so the Designated Trustee will receive it by February 20. Retain shipment tracking number and receipt.**

**2018 Designated Trustee for Mandatory Updates**

Shelley Ventura  
202 West Trail  
Grayslake, IL 60030  
[AEApps@ninety-nines.org](mailto:AEApps@ninety-nines.org)

847-223-2639



## 2018 Amelia Earhart Memorial Scholarship Application

### Kitty Houghton Memorial Scholarship

### Part VII: Applicant Certification

Applicant Name: \_\_\_\_\_

Amount Requested: US\$ \_\_\_\_\_ LOCAL Currency: \_\_\_\_\_

Course Requested: \_\_\_\_\_

Section: \_\_\_\_\_

By my signature below, I certify that

- I meet all Applicant Eligibility Requirements for the Kitty Houghton Memorial Scholarship.
- 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 payment will be made before any scholarship winner 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 a 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 by June 30, 2018 and use the scholarship by June 30, 2019.
- Communicate monthly and provide timely notification of changes to contact information to AEMSF Trustees
- through June 30, 2019
- Maintain eligibility requirements through the training period covered by the scholarship.
- Maintain 99s membership for five years.
- Promote my training experience and assist in the promotion of the Kitty Houghton Memorial Scholarship, the Amelia Earhart Memorial Scholarship Fund and The Ninety-Nines.

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Applicant Signature (in ink)

Date

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Applicant Electronic Signature (Optional, instead of ink)



## 2018 Amelia Earhart Memorial Scholarship Application

### Kitty Houghton Memorial Scholarship

#### Part VIII: 99s Recommendation

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

Applicant Name: \_\_\_\_\_

Section AE Scholarship Chairman: \_\_\_\_\_

If applicant is recommended, this Part is to be completed by the Section AE Scholarship Chairman. Write in this space or attach ONE PAGE ONLY in its place, your 99s Recommendation, which MUST include at least the following elements:

- How has the applicant been a participating Ninety-Nine? Or, if the applicant is a new member, how does she plan to participate in the future?
- How did your Section make the decision to submit this application? Was a vote taken?



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### Kitty Houghton Memorial Scholarship

#### Part IX: 99s Certification

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

Applicant Name: \_\_\_\_\_

Amount Requested: US\$ \_\_\_\_\_ LOCAL Currency \_\_\_\_\_

If applicant is recommended, this Part is to be completed by the AE Scholarship Chairman as below:

- **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.

By my signature below, I certify that

- This applicant is recommended for Kitty Houghton Memorial Scholarship by her Section.
- I have written the 99s Recommendation covering all required items (Part VIII).
- 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.

Section Name: \_\_\_\_\_

Acting AE Scholarship Chairman: \_\_\_\_\_

Official Title: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone/Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Section AE Scholarship Chairman Signature (in ink)

Date

Section AE Scholarship Chairman Electronic Signature (Optional, instead of ink)