



## Society of Women Environmental Professionals (SWEPP) of Greater Philadelphia

### 201\* -201+ Graduate Scholarship Application Instructions

#### **Purpose of the Scholarship Program:**

To encourage women to pursue careers in the environmental field; to mentor students with an interest in the environmental field; and to provide students with connections to SWEPP's diverse membership for networking and career development opportunities.

#### **The Scholarship Award:**

The committee may award up to two scholarships to graduate or law students pursuing careers in the environmental field in the amount of \$2,500 each. Eligible applicants must be enrolled in an academic program, pursuant to the requirements listed below. The scholarship funds will be awarded directly to the selected student in each category in a single lump sum in the spring of 2017 and its use is not limited to tuition. Also included with the award is a free membership in SWEPP of Greater Philadelphia for as long as the scholarship recipient remains enrolled as a student at an eligible academic institution.

#### **Eligibility Requirements:**

- A. All Applicants.** You must meet all of these requirements, and the requirements of Section B to be eligible.
- I am female.
  - I am a United States citizen or hold permanent resident status.
  - I have a minimum GPA of 3.0 (scale of 4.0) or its equivalent.
  - I have completed and submitted the application on or before **February 1, 2016**.
  - I am available for an interview conducted by the SWEPP Scholarship Committee during the week of **March 7, 2016**.
  - I am not a member of the SWEPP Board of Directors or the SWEPP Scholarship Committee, or immediate family of such a member.
  - I am not a previous SWEPP scholarship award recipient. (Previous applicants who were not selected for an award may re-apply.)
- B. Graduate Scholarship.**
- I will be enrolled in the academic calendar of 2016-2017 as a graduate student. First year graduate or law students must show proof of acceptance as part of their application.
  - I live in or will attend a college or university in one of the counties listed under section G on page 2.
  - My graduate studies relate to the environmental field.

#### **Terms under which Scholarships are Awarded:**

- Applications must be submitted on the application form provided.
- Please email scholarship application and attachments to: [swepp.scholar.phila@gmail.com](mailto:swepp.scholar.phila@gmail.com). Please put "**Scholarship application for [your name]**" in the subject line. Your email should include the following attachments:

- PDF of Application Form (titled **FirstName\_LastName\_Application.pdf**)
- PDF of Essay (titled **FirstName\_LastName\_Essay.pdf**)
- PDF of Resume (titled **FirstName\_LastName\_Resume.pdf**)
- PDF of Unofficial Transcript (titled **FirstName\_LastName\_Transcript.pdf**)

Microsoft Office 2010 has a built in "Save as PDF" feature. Microsoft Office 2007 users can download a "Save as PDF" add-in here: <http://www.microsoft.com/download/en/details.aspx?displaylang=en&id=9943>. There are also several PDF converters available online.

- c. **Transcript(s).** An unofficial transcript of your undergraduate and graduate work must be submitted to the committee with the application, complete with Fall 2016 grades. The committee reserves the right to request official transcripts prior to award.
- d. **Letters of Recommendation.** Please obtain two letters of recommendation, including at least one academic letter of recommendation. The letters should be no longer than one page each and address (as appropriate):
- Academic Achievement
  - Work Experience
  - Personal Character
  - Commitment to chosen field of study

Recommenders can email PDFs of their letter of recommendation directly to [swep.scholar.phila@gmail.com](mailto:swep.scholar.phila@gmail.com). If your endorser would prefer to mail a letter, please have him/her mail it to the address listed under "Transcripts." Mailed letters must be postmarked by January 31, 2017.

- e. **Deadline.** The SWEP Scholarship Committee must receive applications (including application form, essay, resume, unofficial transcript, and emailed letters of recommendation) to [swep.scholar.phila@gmail.com](mailto:swep.scholar.phila@gmail.com) by 11:59:59 PM on or before **>Ubi Ufm' 1, 201+**. Applications received after the specified dates will not be considered.
- f. **Interviews.** Interviews of selected candidates will be held during the second half of **: YVfi Ufm201+** The scholarship recipients will be announced and presented with their scholarship checks at an event to be held in April of 2017.
- g. **Eligible Colleges and Universities.** In order to be considered eligible for a SWEP Greater Philadelphia scholarship, the student must live in or be enrolled in/accepted to a college/university (public, private, or community college) in one of these counties:

<b>Pennsylvania</b>		<b>New Jersey</b>		<b>Delaware</b>
Bucks	Lehigh	Burlington	Middlesex	Kent
Berks	Montgomery	Camden	Salem	New Castle
Chester	Northampton	Cumberland		Sussex
Delaware	Philadelphia	Gloucester		
Lancaster		Mercer		

If you have a question, please send an email to [swep.scholar.phila@gmail.com](mailto:swep.scholar.phila@gmail.com) with the word "Question" in the subject line. Please note: this email address is only monitored periodically.