



HOUSTON AVIATION CLUB SCHOLARSHIP PROGRAM

Application and Program Guide

(December 2013)

School Year
2013 - 2014

Houston Aviation Club
P.O. Box 60106
Houston, Texas 77205-0106
Phone: 281.233.1630
Email: houstonaviationclub@houstontx.gov



Table of Contents

Introduction..... 1

 Empowering our Young People..... 2

 What is the Houston Aviation Club Scholarship Program? 2

 How many scholarships are awarded? 2

 How does the Houston Airport System obtain support for these scholarships? 3

 What other benefits are offered through the Houston Aviation Club Scholarship Program? 3

Eligibility Requirements 4

Application Requirements 4

Scholarship Timeline 4

Selection Criteria 4

 Who determines who will receive scholarships?..... 4

 What factors determine who will receive a scholarship?..... 5

How to Apply 5

Houston Aviation Club - Scholarship Application 7

Houston Aviation Club Scholarship Program

Introduction:

Empowering our Young People.

In 2012, the City's Houston Airport System sponsored the first ever Houston Aviation Club by partnering with two area high schools within the Houston Independent School District (HISD), with the goal of connecting students on a monthly basis and offering learning and development opportunities to young people who share a passion for aviation. The goal of the program is to mentor, inspire and empower our youth; exchange ideas with them, and to spark their interest in pursuing a post-secondary education in aviation or aerospace related fields.

Support for our students extends beyond the high school years. One of the goals of the program is to offer students financial support in the form of scholarships and job internships and to monitor them as they progress academically.

What is the Houston Aviation Club Scholarship Program?

The Houston Aviation Club Scholarship Program is a program that awards scholarships and financial support to Aviation Club high school students who seek to pursue higher education leading to a two-year/four-year degree or certification in an aviation related vocation towards a career in the aviation or aerospace industry. In 2013, we offered scholarships to qualified Aviation Club students in excess of \$70,000. The Houston Aviation Club plans to once again award several scholarships this year to help students achieve their education goals.



How many scholarship awards are given?

Every spring, scholarship applications are solicited to eligible graduating high school seniors and granted recipients receive their awards in May during a scholarship awards banquet. The number of scholarships and award determinations are established each year, based upon the amount of support received from various industry stakeholders and educational institutions.

How does the Houston Airport System obtain support for these scholarships?

Each year, aviation industry stakeholders and educational institutions partner with the Houston Airport System in offering various levels of support in the form of scholarships and summer internships for students in the Aviation Club.

Scholarship funds awarded to recipients are administered by the respective education institution. The scholarship funds go towards payment of educational expenses related to tuition, fees, room/board and other academic fees.

Industry stakeholders or educational institutions that are interested in providing scholarship support to the Houston Aviation Club should contact:

The Houston Aviation Club
c/o The Houston Airport System
P.O. Box 60106
Houston, Texas 77205-0106

What other benefits are offered through the Houston Aviation Club Scholarship Program?

The Houston Airport System also offers financial support in the form of paid summer internships to graduating seniors who are interested in aviation related careers. Summer internships are full-time positions lasting for approximately 3 months; each assignment provides practical on-the-job training and real-world work experiences – things that aren't taught in a classroom. The goal of our internship program is to equip our students with practical knowledge and skills necessary to succeed in the aviation/aerospace industry.

Eligibility Requirements:

1. Be a full-time student and a member of the Houston Aviation Club in good standing.
2. Been accepted for enrollment (or applied for enrollment) to a 2-year/4-year institution, or an accredited aviation vocation program.
3. Be a high school graduating senior in good standing.
4. Be in top 25% of graduating high school class or have a minimum 3.0 GPA on a 4.0 scale.
5. Interested in pursuing a career in the aviation or aerospace field.

Application Requirements:

1. High school transcript. Unofficial copies are acceptable.
2. One (1) letter of recommendation from a high school counselor, principal, teacher, job supervisor, or family friend.
3. Submission of completed application including two 250 word essays.

Scholarship Timeline:

December 19, 2013: Announcement of scholarships

March 31, 2014: Applications due

April 18, 2014: Scholarship winners notified

May 1, 2014: Scholarship winners honored at Aviation Club awards banquet

Selection Criteria:

Who determines who will receive scholarships?

The Aviation Club Scholarship Committee determines awardees using various selection factors. Members of the selection committee may include officials from the Houston Airport System, community/civic leaders as well as professional/academic advisors from post-secondary institutions that support the Aviation Club.

What factors determine who will receive a scholarship?

Scholarships are based upon the following factors as part of the scholarship application review process:

1. **Academic Performance.** An applicant must demonstrate the ability to excel and maintain good academic standing while in school.
2. **Active participation in Aviation Club.** An applicant must have exhibited active involvement and high degree of engagement during the Aviation Club monthly meetings.
3. **Essay Questions.** An applicant's responses to the essay questions aid in the review process and help gauge an applicant's interest in a career in the aviation or aerospace field.
4. **Recommendation Letter.** Provides a detailed description of the applicant's performance in school; education/work achievements; and community/civic or other non-academic achievements.

How to Apply:

What is involved in completing an application for a scholarship?

The application process consists of:

1. Completing the application form.
2. Submitting required supporting documentation.

All applications must be submitted by March 31, 2014.

Completed applications may be submitted 1 of 3 ways listed below:

1. By mail to:
The Houston Aviation Club
c/o Maria Fink, Chair – Scholarship Committee
P.O. Box 60106
Houston, Texas 77205-0106



2. Via email to:
Maria Fink, Chair – Scholarship Committee
maria.fink@houstontx.gov

3. Via the web at:
www.fly2houston.com/AviationClub

The Executive Director for the Aviation Club may authorize an extension of the deadline, when justified by extenuating circumstances.

Attached is the application form, along with instructions for applicants on how to apply.



Houston Aviation Club Scholarship Application

Instructions:

1. Please complete application below. Be as thorough as possible when completing your application. All questions should be answered with honesty and integrity.
2. Applications may be submitted one of three ways, listed below:
 - By mail to:
The Houston Aviation Club
c/o Maria Fink, Chair – Scholarship Committee
P.O. Box 60106
Houston, Texas 77205-0106
 - Via email to:
Maria Fink, Chair – Scholarship Committee
maria.fink@houstontx.gov
 - Via the web at:
www.fly2houston.com/AviationClub
3. If you choose to submit your application and supportive documentation via email, please convert all files to a PDF file and email all documents to maria.fink@houstontx.gov
4. Documents and supportive back-up information may include résumés, transcripts, typed up answers to essay questions and letters of recommendation.
5. **Deadline to submit application and all supportive documentation is March 31, 2014.**
6. When your application is submitted, it will be evaluated by the selection committee. Once it is reviewed, you will be notified of the decision no later than April 18, 2014, prior to the awards banquet which is held on May 1, 2014.

APPLICANT INFORMATION		
Name (Print: Last, First, Middle Initial):		
School ID No:	Current Academic Year: <input type="checkbox"/> Junior <input type="checkbox"/> Senior	Cell phone:
Current address:		
City:	State:	ZIP Code:
Best email address:		Cumulative GPA:
Ranked within top 25% of graduating class: <input type="checkbox"/> Yes <input type="checkbox"/> No		

Most recent SAT or ACT scores (if applicable):		
SAT:	ACT:	
Current member of the Houston Aviation Club:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
When do you expect to receive your high school diploma?		
<input type="checkbox"/> June 2013	<input type="checkbox"/> Summer 2013	<input type="checkbox"/> Other:
SCHOOLING INFORMATION		
Name of High School:		
<input type="checkbox"/> Sterling High School	<input type="checkbox"/> Carnegie Vanguard High School	<input type="checkbox"/> Other:
Check all that apply:		
<input type="checkbox"/> Have APPLIED to a 2-year institution	<input type="checkbox"/> Have been ACCEPTED to a 2-year institution	
<input type="checkbox"/> Have APPLIED to a 4-year institution	<input type="checkbox"/> Have been ACCEPTED to a 4-year institution	
<input type="checkbox"/> Have APPLIED vocation/technical school	<input type="checkbox"/> Have been ACCEPTED to a vocation/technical school	
What institution(s) have been accepted into?		

What institution do you plan to attend?		

What degree/certification, if any, do you plan to pursue? (Example: Bachelor of Science in Engineering):		

What will be your undergraduate major(s)? (Example: Electrical Engineering):		

List any awards, honors, or scholarships you have received in the past four years:		
Name	Date	Description
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



List internships, and jobs (including summer employment) you have held in the past four years.

Activity	Description/Office Held	Dates Participated

EMPLOYMENT INFORMATION

List internships, and jobs (including summer employment) you have held in the past four years.

Job/Kind of Work	Employer	Dates of Employment	Hours/Per Week

ESSAY PORTION

**PLEASE ATTACH TYPE-WRITTEN RESPONSE FOR EACH QUESTION BELOW.
(FOR EACH ESSAY, RESPONSE SHOULD BE 250 WORDS OR APPROX. ½ PAGE, 10 FONT, SINGLE SPACED)**

- Please describe your most meaningful achievements as they relate to your field of study and your future goals.**
- What are the most important issues facing the aviation/aerospace industry today?**

APPLICANT CERTIFICATION

I affirm that the information contained on this application is true and accurate to the best of my knowledge and belief. I further affirm that this application, including the essays, are my own work or formally cited from other sources.

Student Signature:	Date:
Parent/Guardian Signature:	Date:

FOR OFFICIAL USE ONLY

Scholarship Application Received by (Print Name):		Date Received:	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Student Notified _____ Donor(s) Notified _____	Scholarship Donor (Print Name):	Award Amount: