# Timothy A. Curtis Scholarship for Non-Traditional Students

## Purpose

This scholarship is designed to aid **students with at least one year full-time work experience who are returning to school to pursue an advanced degree or to make a career change into engineering or architecture**. It is intended to support both undergraduate programs in the areas of engineering, architecture, or other SAME-related disciplines, or similar graduate programs plus business administration, management, or the teaching of science and mathematics.

## Criteria

* Applicant must be accepted or enrolled in an accredited degree granting program.
* Applicant may be a part-time or full-time student.
* Selection will be based on
* Demonstrated on the job performance and leadership
* Involvement in civic and professional organizations
* Letters of reference and recommendation
* Ability to articulate one’s educational goals and objectives in writing
* The above criteria will account for no less than 90% of the total rating when evaluating applications
* Special consideration will be given to applicants who are military personnel, SAME members, employees of SAME sustaining member firms, dependents of any of the above three groups, or K-12 teachers. This criterion will account for no more than 10% of the total rating when evaluating applications.
* Note, many students can become a member of SAME for FREE, thereby earning the full 10% in this category. [Sign up for student membership here.](https://www.same.org/membership-communities/join/student-membership/)

## APPLICATION & SELECTION

Applicants must complete the Kittyhawk Post’s Non-traditional Student Scholarship application form and mail it to SAME Kittyhawk Post, P.O. Box 328, Fairborn, Ohio 45324, Attn: Scholarship Chair, or email it as directed on the Post website.

* Applicants must complete the Kittyhawk Post’s Timothy Curtis Scholarship application form and submit it via email or traditional mail, as directed on the Post website.
* The Kittyhawk Post will convene a panel of no less than three post members to evaluate the applications received.
* Using the criteria outlined above, the evaluation panel will, based on consensus, rank order the applications, clearly identifying those applicants who merit award of a scholarship and recommend scholarship amounts for each applicant. Panel results will be reported in writing to the Post Board.
* Considering the recommendations of the evaluation panel and a treasurer’s report of available funds, the Post Board will award scholarships.
* Applicants chosen to receive scholarships will be notified in writing and asked to attend a meeting of the Post at which their scholarship will be presented.

## FUNDS MANAGEMENT

* The SAME Kittyhawk Post Board will determine budget for this scholarship annually.
* Amount of each scholarship awarded cannot exceed the educational costs identified by each applicant; therefore, the student’s qualified educational expenses must exceed the scholarship amount. The minimum award is typically $1500 and the maximum amount awarded to any single applicant will be $2000. Award amount is at the discretion of the Kittyhawk STEM committee.
* Recipients will receive a check for the amount of the scholarship during the meeting at which the scholarship is presented or be mailed a check if unable to attend such meeting.
* Recipients may use funds at their discretion.
* If there are insufficient qualified applicants, funds allocated for this scholarship may be used to fund other Post scholarships.