



# Parent and Student Handbook

## Scholarship Program

**American Association of Blacks in Energy**  
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# Parent and Student Handbook

## Purpose

The American Association of Blacks in Energy is a professional association composed of African Americans in the energy industry. Through its Scholarship Program, the Association seeks to help increase the number of African Americans, Hispanics and Native Americans (underrepresented minorities) in energy related fields. By doing so, we help our nation address a critical need and a challenge to our future economic vitality in the world market.

## Eligibility

**To be eligible for a new scholarship, all four (4) of the following requirements must be met:**

1. The student must have an unweighted academic average of "B" or better (3.0 on a 4.0 scale).
2. The student must be a graduating high school senior who intends to enroll the next semester following high school graduation in an accredited college or university.
3. The student must plan to major in business, one of the physical sciences, technology, engineering or mathematic fields in preparation for a career in the energy sector.
4. The student must belong to one of the historically underrepresented minority groups (*i.e.*, African American, Hispanic or Native American) in the sciences, technology, engineering or math related disciplines.

## Selection

Scholarship recipients - known as AABE Scholars - are determined each spring by the organization's local chapter scholarship committee for local scholarships and by the National Scholarship Committee for national scholarships. Recipients will receive notification of their selection.

## Awards

Individual chapters of the American Association of Blacks in Energy have different awards and awarding amounts. The top candidates from each chapter are sent to compete for a \$3,000 Regional and a \$5,000 National Award. The "Rufus D. Gladney" Premier Award of \$5,000 is given annually for a maximum of four years to the candidate who is judged to demonstrate the most outstanding achievement and promise. **The Greater Boston Chapter of AABE will award at least one \$1,000 scholarship.** The top winner's application will be forwarded to compete for a Northeast Regional Award of \$3,000 (The Northeast region is one of six AABE Regions.)

## The Application Package

Consideration will be given only to candidates submitting complete application packages which include: (1) a completed AABE application form (copies are acceptable); (2) an official high school transcript; (3) a complete essay that has been proofread for typing errors, grammar, structure, organization, content and clarity; (4) official proof of ACT or SAT scores; (5) two letters of recommendations; and (6) a completed checklist. Please include a picture of yourself to be used when winners are announced. Also please redact Social Security Numbers from any documents.

Complete application packages ***MUST BE POSTMARKED NO LATER THAN February 3, 2017*** and submitted to the local AABE chapter listed below. ***Applications returned to the AABE national office or the National Scholarship Committee is in violation of procedures and will not be considered for scholarship support.***

**Mail Application to:** American Association of Blacks in Energy  
**Greater Boston Chapter**  
Attn: Scholarship Committee  
P.O. Box 170565  
Boston, MA 02117

In lieu of mailing, complete application packages may also be scanned and emailed (by the due date) to the following email address: [greaterboston@aabe.org](mailto:greaterboston@aabe.org).

**NOTE: Files larger than 2.5 MB may need to be zipped or reduced to ensure delivery.**

**Please remember that in applying, and if accepting a scholarship, you have agreed on the application to the below statements in the Certification Signature Section.**

- ✓ I certify that the information provided on the application and all supporting documentation submitted at any time is true, correct and complete to the best of my knowledge. I understand that if I give information that is not true or if I withhold information and my student(s) receive a scholarship for which they are not eligible, the scholarship will be denied or revoked.
- ✓ I have an unweighted academic average of "B" or better (3.0 on a 4.0 scale).
- ✓ I am a graduating high school senior who intends to enroll next semester in an accredited college or university.
- ✓ I will major in business, one of the physical sciences, technology, engineering or mathematic fields.
- ✓ I am one of the underrepresented minorities (*i.e.*, African Americans, Hispanic or Native Americans) in the sciences and related areas of technology.
- ✓ I have submitted a completed AABE application form. (Copies are acceptable.).
- ✓ I have attached an official current high school transcript. (Note: Please provide proof of the unweighted GPA to be included in transcripts.)
- ✓ I have composed the requested essay, and it has been proofread for typing errors, grammar, structure, organization, content and clarity.
- ✓ I have attached a copy of the official record of my ACT and/or SAT scores.
- ✓ I have attached two (2) letters of recommendation.
- ✓ I have additional sheets, as needed, to list all my school and community extracurricular activities.
- ✓ My name appears on ALL attachments.

### **Renewing Scholarship Eligibility**

The Rufus D. Gladney National Scholarship is renewable for up to four years. In order to receive the next installment, all three (3) of the following requirements must be met:

1. The student must maintain an academic average of 3.0 or better.
2. The student must have completed a minimum of 2 semesters prior to requesting the next installment.
3. The student's major must be in the business or one of the physical sciences, technology, engineering or mathematic fields.

### **Scholarship Awarding Procedure and Payments**

National Awards are made to the students upon presentation of proof of enrollment at an accredited college or university at the discretion of the National Office. Distribution of local chapter awards are made at the discretion of the local chapter upon proof of enrollment at an accredited college or university. The check will be made payable in the student's name.

### **Loss of Renewable Scholarship**

The Rufus D. Gladney Scholarship will not be renewed if any of the following occurs:

1. Student does not complete two (2) concurrent semesters;
2. Student withdraws from school;
3. Student changes majors to an uncovered field of study; or
4. Student does not maintain a 3.0 grade average.

### **Change of Contact Information**

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If there is a change of address, telephone, cell phone or e-mail address, the student must immediately notify the Association. We may be reached at [info@aabe.org](mailto:info@aabe.org). Local chapter representatives may be reached at [greaterboston@aabe.org](mailto:greaterboston@aabe.org).

**SCHOLARSHIP APPLICATION**

Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Last First M.I.

Address \_\_\_\_\_  
Street City State Zip

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

Cell Phone (\_\_\_\_) \_\_\_\_\_ Date of Birth \_\_\_\_\_ Sex: M\_\_ F\_\_

Ethnicity: African-American \_\_\_\_ Native-American \_\_\_\_ Hispanic \_\_\_\_ Other \_\_\_\_\_

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**Parent(s)/Guardian**

Father \_\_\_\_\_  
Name

Address \_\_\_\_\_ Home Phone \_\_\_\_\_

Mother \_\_\_\_\_  
Name

Address \_\_\_\_\_ Home Phone \_\_\_\_\_

**OR**

Guardian \_\_\_\_\_  
Name

Address \_\_\_\_\_ Home Phone \_\_\_\_\_

Guardian's Relationship to Applicant \_\_\_\_\_

Email address of parent or guardian \_\_\_\_\_

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College(s) to which you have applied: \_\_\_\_\_

Where accepted? \_\_\_\_\_

Intended major \_\_\_\_\_ Expected date of enrollment \_\_\_\_\_

Total score for ACT \_\_\_\_\_ or SAT \_\_\_\_\_ Date of examination \_\_\_\_\_

Critical Reading score \_\_\_\_\_ Math score \_\_\_\_\_ Writing score \_\_\_\_\_

Overall academic **unweighted** GPA \_\_\_\_\_ **on a 4.0 scale**

Name of high school presently attending:

\_\_\_\_\_

Address \_\_\_\_\_

Expected date of graduation \_\_\_\_\_

Counselors Name \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

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**Extracurricular Activities** in Which You Are Presently Active:

1. School Activities \_\_\_\_\_

\_\_\_\_\_

2. Community Activities \_\_\_\_\_

\_\_\_\_\_

3. Offices Held and Honors Received \_\_\_\_\_

\_\_\_\_\_

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On a separate sheet, in 350 words or less (typed, doubled-spaced), please type a concise essay addressing (1) When did you discover your interest in the field of energy and what sparked your interest? (2) Choose one of the following questions: **(a) what excites you about this field and how do you plan to make your personal contribution to the energy field? OR (b) How do you expect your education to prepare you to fully participate and contribute to the field of energy?** (3) Please comment on any additional information which may assist the selection committee. Please include your full name on each page of the essay.

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Please give the names, addresses and telephone numbers of two references, other than members of your family:

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_ Relationship to Applicant \_\_\_\_\_

**I hereby state that the information contained in this application is true and correct to the best of my knowledge.**

\_\_\_\_\_

Applicant's Signature

\_\_\_\_\_

Date

\_\_\_\_\_

\_\_\_\_\_

Parent(s)/Guardian(s) Signature

Date

**Photo Release and Consent Form**

I hereby consent to the use of my photographic image and/or name by the American Association of Blacks in Energy (AABE®) in any printed form or on any website or social media application of the Association. I further agree that the Association is free to select any photographs without consultation with me.

I understand that I am donating the photograph and that there will be no payment or compensation for the photograph or its use. In giving my consent, I agree that I shall not bring or file any complaints, claims, or causes of action of any kind against, and release, the American Association of Blacks in Energy for any matter in connection with the use of my photograph or name.

Print Full Legal Name: \_\_\_\_\_

Legal Signature: \_\_\_\_\_

Parent/Guardian Signature\*: \_\_\_\_\_

Date: \_\_\_\_\_

\*Parent/Guardian Signature is required if subject is a minor.





**American Association of Blacks in Energy  
Scholarship Application Checklist**

The following is a list of qualifications and items that **MUST** be submitted in order for a scholarship application to be considered. Every candidate must be able to check each line.

As a candidate for the AABE scholarship program, I affirm the following:

- I have an unweighted academic average of "B" or better (3.0 on a 4.0 scale).
- I am a graduating high school senior who intends to enroll next semester in an accredited college or university.
- I will major in business, one of the physical sciences, technology, engineering or mathematics fields.
- I am one of the underrepresented minorities (*i.e.*, African American, Hispanic or Native American) in the sciences and related area of technology.
- I have submitted a completed AABE application form (copies are acceptable).
- I have attached an **official** current high school transcript. (Note: Please provide proof of the unweighted GPA to be included in transcripts)
- I have composed the requested essay and it has been proofread for typing errors, grammar, structure, organization, content and clarity.
- I have attached a copy of the **official** record of my ACT and/or SAT scores.
- I have attached two (2) letters of reference.
- I have additional sheets, as needed, to list all of my school and community extracurricular activities.
- My name appears on ALL attachments.
- I have attached a current photo of myself. ***\*\*Photographs of the students are not required, but are used when winners are announced.***

Your signature below signifies you have checked each line above and therefore affirm each statement. After signing, attach this form to the front of your application. Applications will not be reviewed without the checklist attached. Any omissions or misrepresentations of the truth will be grounds for disqualification.

Student's Name (PRINT)	Date	Parent(s)/Guardian(s) Name (PRINT)	Date
Student's Signature	Date	Parent(s)/Guardian(s) Signature	Date
Email		Phone	