

APPLICATIONS ARE DUE TUESDAY, NOVEMBER 1ST, 2011

ABOUT THE SCHOLARSHIP

The T. Howard Foundation is pleased to announce that beginning September 22nd, 2011, the Foundation will be awarding merit scholarships to T. Howard Foundation alumni.

The purpose of the **Scott Weiss Scholarship** is to provide T. Howard alumni with financial assistance for their academic and career pursuits. The scholarship is awarded on the basis of merit as defined by the Foundation. The scholarship is intended to provide assistance with **tuition, required text books, and/or expenses related to career development*** that help prepare recipients for a career in the multimedia and entertainment industry.

ELIGIBILITY

The scholarships are open to all alumni of the T. Howard internship program regardless of interning year who have completed their internships with a favorable evaluation from their Host Company supervisor. A favorable evaluation is one that is void of any rating of "Poor" or "Very Poor" and no record of reprimand or dismissal during their summer internship.

Applicants must be: (1) undergraduate students who are sophomores through seniors or (2) graduate students currently enrolled at an accredited college or university. Students who will complete credits required for graduation in December of the application year are eligible.

Scholarships are awarded on the basis of academic merit, internship performance, and demonstrated commitment to pursuing a career in the multimedia and entertainment industry. Factors for consideration will include:

- Minimum GPA of 3.2 overall **or** in academic major
- Extracurricular activities related to alumni's major or career interests
- Recommendation form
- Resume
- Review of Internship Performance Evaluation completed by Host Company supervisor
- Additional criteria, if necessary, established by the Scholarship Subcommittee

**Includes conferences sponsored by professional organizations and/or professional development workshops.*

HOW TO APPLY

Applicants must submit the following items in **one complete package** by mail:

- ❑ Completed and **signed application form** (downloaded at www.t-howard.org)
- ❑ **Official transcript** from institution where currently enrolled. ***Official transcripts should be signed and sealed. Please enclose the official transcript with your completed application. DO NOT have your registrar mail the transcript directly to our office.*** Graduate students need only submit their Official graduate school transcript.
- ❑ One **Letter of Recommendation Form** from the applicant's Host Company supervisor OR academic professional. **Please enclose the recommendation form in a sealed and signed envelope with your completed application package.** Do not have the author send the form directly to our office.
- ❑ Resume
- ❑ Two one-page essays
- ❑ Please do not attach photos, compact discs, or other items not requested.

ESSAYS

As part of the application process, you are required to submit two brief essays (one page each) in response to the following:

- I. *Describe your most fulfilling experience as a T. Howard intern. How did this experience affirm or enhance your interest in pursuing a career in the multimedia and entertainment industry?*
- II. *If you are the recipient of a Scott Weiss Scholarship, describe how you would use your award.*
- III. **Please use the following format for the essay:**
 - Length: One page for each essay maximum
 - Margins: One (1) inch margins on top and bottom and left and right
 - Font: 11 point or higher in Times New Roman or Calibri
 - Header: Name of applicant

SUBMISSION & DEADLINE

- All applications are due **TUESDAY, NOVEMBER 1st, 2011**
- Mail completed applications to:
 - T. Howard Foundation Scholarship Subcommittee
 - 8630 Fenton St, Suite 613
 - Silver Spring, MD 20910
- Applications can be submitted via regular US Mail and overnight/express mail.
- Applications **cannot** be faxed or sent via electronic mail.
- Late and/or incomplete applications **will not** be considered.

2011 APPLICATION FORM

*Applications are due **Tuesday, November 1st, 2011***

First Name: _____ Last Name: _____

Permanent/Home Address: _____ State, Zip: _____

Current/School Address: _____ State, Zip: _____

Home Phone: _____ Cell Phone: _____

Email: _____ Alternate Email: _____

Undergraduate Institution: _____ Major: _____

Graduate Institution: _____ Degree: _____

1) T. Howard Internship Year: _____ Host Company & Location: _____

Internship Department: _____ Length of Internship: _____

2) T. Howard Internship Year: _____ Host Company & Location: _____

Internship Department: _____ Length of Internship: _____

PLEASE ENSURE THAT THE FOLLOWING ARE ENCLOSED TO COMPLETE YOUR APPLICATION:

Two Essays Official Transcript Resume Recommendation Form Signed Application

APPLICANT CERTIFICATION – *I certify that the information submitted herein is accurate to the best of my knowledge. I give the T. Howard Foundation permission to share the information in this application with the Scholarship Subcommittee for the purposing of determining scholarship recipients. I understand that I will be liable for all costs that the T. Howard Foundation may incur as the result of any misrepresentation, omission or willful inaccuracy that I include in this application.*

Full Name (please print): _____

Signature: _____ Date: _____



2011 Scott Weiss Scholarship Recommendation Form

Applicant Name:

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Recommender Name:	Employer:	How long have you know him/her:
Email Address:	Title:	How do you know him/her:

Please rate the applicant on the following criteria by placing an "X" in the appropriate box.

	Excellent	Good	Fair	Poor	Unobserved
Ability to follow direction					
Attendance					
Completion of Tasks					
Interpersonal Skills					
Leadership					
Maturity					
Motivation					
Professionalism					
Punctuality					
Team-building					
Verbal Communication Skills					

Additional Comments: _____

Reference Signature: _____ **Date:** _____

Please complete and sign this form. Attach your business card and place in a sealed envelope. Please sign the back of the envelope and give the sealed letter to the student for inclusion in their application packet. If you have any questions please contact Sharise McGill, Program Manager at 301-588-6767 or smcgill@t-howard.org.