

# **NEW YORK STATE BUILDING OFFICIALS CONFERENCE, INC.**

## **THE MURRAY CRANDELL MEMORIAL SCHOLARSHIPS**

And the KEVIN SHEA ACHIEVEMENT AWARD

**2005 APPLICATION GUIDE** for the Fall 2004 / Spring 2005 Semesters (\*Read carefully new requirements\*)

**PURPOSE:** The purpose of the scholarship is to provide tuition assistance to Building Officials, their spouses, or their unmarried children. The Official must be a current Active Member of NYSBOC.

**AWARD BENEFITS:** Recipients may be awarded an amount not to exceed Two Hundred-Fifty Dollars (\$250.00) per semester.

**\*\*The Kevin Shea Achievement Award\*\*** is a one thousand dollar (\$1000.00) award. All qualified applicants will be considered. Applicants may be awarded either scholarship award, but not both. One award per application year.

**BENEFIT YEAR:** **Fall 2004 / Spring 2005**

**DOCUMENTS AND ELIGIBILITY CRITERIA:** Applicants *Must* submit all required documentation:  
Check each box when you supply the required document(s)

**Be scholastically responsible:** Have a grade point average of "C" or better. Applicants with a "B" or better will be considered for the *Kevin Shea Achievement Award*.

**Official Transcripts:** Only **Officially** Sealed, College or High school transcripts bearing the schools official seal are acceptable. Final official transcripts are required to be sent no later than **July 7<sup>th</sup>, 2005**. Copies, faxes, report cards, student schedules, counselor's statements, internet copies, etc. are **NOT** acceptable.

**Scholarship funding need:** Proof of funding need, requires submitting a Financial Statement of Charges from the attended college. The Financial Statement must include all tuition costs, any scholarships, any grants, or tuition assistance applied to each semester. No Financial Statement, no award.

**Financial Proof:** An official **2004** IRS tax return is required for each applicant. If applicant resides at home it will be necessary to submit a copy of parent's **signed 2004** IRS tax return, as well. **\*\*Signatures are required on tax returns\*\***. No signature, no award. *All submitted information is kept confidential and is for Committee use only.*

**Submit the completed application form.** *All* applicants must include a, *currently dated*, personal letter of reference and a business letter of reference. Prior year's letters are not acceptable. Return completed application and this guide check list.

**Self, Parent or Spouse must be an active member of NYSBOC.** The period of time is at least two years prior to the submission. You must be the applicant, spouse or unmarried child of an Active Member.

**Graduating High School Seniors.** All criteria is the same. Exception: High school seniors may submit a school officials' letter of reference instead of a business letter of reference. A Financial Statement of Charges is required for the school the applicant will enter in the **Fall 2005**.

### **ADMINISTRATION:**

Application may be made to the Committee, for either or both, the Fall 2004 and Spring 2005 semester(s).

**All required documentation must be postmarked no later than July 7, 2005.** Recipients will be notified as soon as possible of any approvals. Funds will be forwarded as soon as practical thereafter. Recipients may have their name and a photograph released to the media by NYSBOC, Inc. This page must be returned as part of the application.

Please forward **completed** applications to:

Wayne Cichon-NYSBOC Scholarship Chairman  
131 Kings View Rd.  
Wallkill, NY. 12589  
[jowaycichon@hotmail.com](mailto:jowaycichon@hotmail.com)