

Capital District Chapter
New York State Building Officials Conference, Inc.
Scholarship Fund

PURPOSE:

The purpose of the scholarship is to provide tuition assistance to a member, or to a member of his or her immediate family (spouse or dependent child), who is a member of the Capital District Chapter of the New York State Building Officials Conference, Inc.

AWARD BENEFITS:

Recipients will be awarded an amount to be determined after a review by the Capital District Chapter Scholarship Committee.

- The amount awarded may not exceed one thousand dollars (\$1,000.00) per year, per *applicant*.
- The total amount distributed by the Chapter from the established fund may not exceed four thousand dollars (\$4,000.00) annually, with one thousand dollars (\$1,000.00) maximum being awarded in the fall.
- At no time shall the amount awarded exceed the expenses incurred by the applicant.

ELIGIBILITY REQUIREMENT:

Applicant must meet the following eligibility requirements:

1. Be scholastically responsible with a grade point average of "C" or better at the time of the application;
2. Submit a completed application, along with an official transcript (if applicable) of course(s) taken to date and a personal letter of reference;
3. Along with the application, you will be required to submit an essay 200 words or more in length describing what your long-term goals are and how you hope to achieve them.
4. Provide proof of membership (sponsor's membership) in the Capital District Chapter of the New York Building Officials Conference, Inc. of at least two years. This membership must be in current good standing; and
5. Submit a description of curriculum, course(s) to be taken.

ADMINISTRATION:

Requests must be made by July 15 – to be considered for the Fall semester. Recipients will be notified as soon as possible as to the status of his or her application.

Where funds are granted for a non-matriculated course of study to be taken, disbursements of the funds will not be made until an official copy of the learning institutions' transcript is received verifying a grade point of "C" or better, and an invoice reflecting all costs incurred is submitted to the Scholarship Committee.

Recipients may have their name and a photo released to the press by the Education Committee of the Capital District Chapter of the New York State Building Officials Conference, Inc.

RETURN APPLICATION TO:

Michael Rosch, Director
Town of Colonie Building Department
347 Old Niskayuna Rd.
Latham, NY 12110
(518) 783-2706

**Capital District Chapter
New York State Building Officials Conference, Inc.
Application for Scholarship Award**

Student's Name _____

Address _____

City/Town _____ State _____ Zip _____

Institution Attending _____

Address _____

City/Town _____ State _____ Zip _____

NYSBOC Member's Name _____ Years Member _____

Relationship to Applicant _____

Employer _____ Phone () _____

Address _____

City/Town _____ State _____ Zip _____

I affirm that I have read and understand the eligibility requirements for this scholarship, and I agree to bind myself by them. I also understand that the awards are granted based on statements made as part of the application and state that they are true to the best of my knowledge and belief. I further affirm that I have not and will not receive any other funding for the course for which I have submitted this application (only applicable to non-matriculated part-time students).

Signature _____ Date _____

Please attach transcript (if applicable), letter of reference and essay.

Return application to:

Michael Rosch, Director
Town of Colonie Building Department
347 Old Niskayuna Rd.
Latham, NY 12110

FOR COMMITTEE USE ONLY		
Date Received _____	Action Taken _____	Date Awarded _____
Chairperson _____		Date _____
Treasurer _____		Date _____
Committee Member _____		Date _____
Committee Member _____		Date _____