

 <b>policies and procedures</b> ELECTRIC BOAT MANAGEMENT ASSOCIATION	APPROVED	NUMBER 4-10
	DATE December 21, 2005	ISSUE 1
SUBJECT <p style="text-align: center;"><b>MEMBER SCHOLARSHIP PROGRAM</b></p>		

**ATTACHMENT (1):** Member Scholarship Application

PURPOSE

To establish EBMA Member Scholarship eligibility requirements, methods of funding, selection criteria and procedures for implementing the Scholarship Program.

DEPARTMENTS AFFECTED

All Electric Boat EBMA members

DEFINITIONS

Scholarship Candidates - Any EBMA member who meets the eligibility criteria as defined below.

The James Brown Memorial Scholarship – Awarded to members in a degree program for Engineering.

The Robert Januska Memorial Scholarship – Awarded to members in a degree program for Business.

GENERAL

A. Objective

The objective of the EBMA Member Scholarship Program is to provide financial assistance to members who qualify for this program. Qualification is predicated upon the individual applicant being an EBMA member with at least one year of enrollment in an applicable accredited degree program.

B. Eligibility

1. The Scholarship Awards Committee will insure each applicant is eligible prior to being considered for an award. The Chairperson of the Scholarship Committee obtains verification of membership from the latest Membership List. Transcripts, with official school signatures are to accompany the application (Attachment (1)) and must reflect a minimum GPA of 3.0.
2. The candidate must have been a member of the EBMA for at least 12 months prior to the scholarship application deadline.

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GENERAL (CONT'D)

3. Deviation from membership requirements may be granted by a majority vote of the Board of Directors.
  4. Award recipients are not eligible to reapply for future awards.
- C. Selection Criteria

Award recipients will be determined by random selection from all eligible applicants.

PROCEDURE

- A. The Scholarship Committee will announce via email and during the February monthly dinner meeting, eligibility requirements for scholarships and that award applications will be available on or before March 1st. Applications are to be submitted to the EBMA Office no later than the last Thursday in April. The awards will be presented during the May Dinner Meeting.
- B. The Committee Chairperson will select individuals willing to serve as members of the Scholarship Committee to review applications for eligibility.
- C. All applicants will be verified for eligibility and entered into the appropriate random drawing. (James Brown Memorial Scholarship or Robert Januska Memorial Scholarship)
- D. The awards will be made in the form of personal check as follows:  
  
(2) \$1,000.00 awards for Engineering  
(2) \$1,000.00 awards for Business
- E. The Chairperson of the Scholarship Committee will present awards at the May Dinner Program accompanied by the EBMA President.

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**Attachment**

(1)

**ELECTRIC BOAT MANAGEMENT ASSOCIATION**  
**MEMBER SCHOLARSHIP AWARDS APPLICATION**

(1) APPLICANT INFORMATION SHEET

1. All portions of this application must be completed in **black ink** or be typewritten. This sheet may be retained for information.
2. The applicant must sign the application in the space provided at the bottom of Page 1

This application should be submitted with a transcript from the applicant's school and must reflect a minimum GPA of 3.0. **Both completed application and transcript (to complete the application process) must be received by the EBMA office no later than close of business on the last Thursday in April.** A confirmation e-mail will be sent to the applicant upon receipt of the application and transcript.

**Mailing Address: Electric Boat Management Association**  
**c/o EBMA Member Scholarship Awards Program**

**Note: EBMA Office Hours are Tuesday & Thursday 8:00AM - 1:00PM**

3. The Scholarship Awards Committee will select winners based on a random drawing. Awards will be presented at the May Dinner Meeting
4. The scholarship awards will be as follows:

**(2) \$1,000 Awards for Engineering (James Brown Memorial Scholarship)**  
**(2) \$1,000 Awards for Business (Robert Januska Memorial Scholarship)**

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**Attachment (1)**

**ELECTRIC BOAT MANAGEMENT ASSOCIATION**

*MEMBER SCHOLARSHIP AWARDS APPLICATION*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Name of School: \_\_\_\_\_

Address: \_\_\_\_\_

**Eligible scholarship applicants must have been a member of the EBMA at least 12 months prior to the scholarship application deadline. Applicants must be enrolled for at least one year in an applicable certified degree program with a minimum GPA of 3.0.**

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**