



**NORTH TEXAS CHAPTER - CMAA**

C/O Brian Smith, Scholarship Chair, CMAA North Texas Chapter  
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## Scholarship – Application Package Checklist

Please use the checklist below to ensure that all materials are included with your application package. All required documents should be submitted to the University representative in PDF format via e-mail. The University Representative will submit up to five applications to the CMAA North Texas Chapter Scholarship Committee for consideration and final evaluation for the scholarships.

<b>Application</b> - completed and signed by applicant, scanned to PDF form, including proof of address	<input type="checkbox"/>
<b>Official Transcripts or copy of Report Cards</b> – showing GPA and scanned to PDF form.	<input type="checkbox"/>
<b>Essay</b> - converted to PDF form, typed, minimum word criteria checked, font size 10, ½ in margin typical. Include candidate’s name, university, and degree being pursued in top left corner of page.	<input type="checkbox"/>

**Applications must be submitted via e-mail to University Representative no later than March 1, 2016 at 3:00 PM CT.**

Scholarships will be distributed to the university on behalf of the student and allocated to students through a reduction in tuition costs for the Fall Semester in 2016. Students graduating before the fall semester of 2016 are NOT eligible to participate. Scholarships are available for Graduate and Undergraduate students. The CMAA North Texas Chapter Scholarship Committee reserves the right to reassign the scholarship funds to any recipient, who does not enroll in the 2016-2017 academic year in one of the Universities listed under this application.

If there are any questions, please feel free to contact Brian Smith, CMAA North Texas Chapter Scholarship Committee Chair at [brian.smith2@jacobs.com](mailto:brian.smith2@jacobs.com), or by phone at 972-922-4028.