

American Association of Family & Consumer Sciences

National Undergraduate Scholarship

2018 Guidelines

Governing Statements for All Categories of Awards

- *All policies, procedures, and guidelines must be followed in order for the nomination to be considered for juried review for the award.*
- *Applicants are allowed to submit only one award, grant, fellowship, or scholarship per year review cycle.*
- *The Awards and Recognition Committee reserves the right not to choose a recipient for an award, grant, fellowship, or scholarship if jurors do not find a worthy applicant.*
- *A graduate fellowship and/or scholarship recipient cannot re-apply for any graduate fellowship or scholarship the year following acceptance of funds from a graduate fellowship or scholarship.*
- *Members of the AAFCS Board of Directors and Awards and Recognition Committee are not eligible to apply during their terms of office; AAFCS staff members are not eligible to apply during their periods of employment with the Association.*

The American Association of Family & Consumer Sciences (AAFCS) awards undergraduate scholarships to individuals who have exhibited the potential to make contributions to the family and consumer sciences profession. Individuals who receive an undergraduate scholarship will receive financial support for the study of family and consumer sciences and a commemorative certificate. The name of the recipient and fellowship won will be reported in AAFCS print and online communications. Recipients of the scholarship will receive support toward one year of AAFCS membership and participation in the AAFCS Annual Conference & Exposition, where the scholarship award will be presented.

The field of family and consumer sciences (FCS) encompasses the study of relationships among people and their personal environments in order to strengthen communities and advance the well-being of individuals and families over their lifespan. FCS is rooted in the arts, social and natural sciences, and humanities. In order to address challenges related to the health of individuals, families, and communities, FCS uses integrative, interdisciplinary approaches that consider individuals and families in the context of their environments.

Eligibility

Before completing a fellowship application, a potential applicant should consider the following **eligibility requirements**:

- To qualify for the undergraduate scholarship, an applicant must be a citizen or permanent resident of the United States.
- Applicant is currently enrolled in an undergraduate program that will continue into the coming academic year, has been admitted to an undergraduate program for the coming academic year, or has applied for admission to begin undergraduate study.
- Applicant is currently pursuing or will pursue a degree in family and consumer sciences or related specialized programs at the undergraduate level and is (or will be) enrolled for the academic year and is making satisfactory progress.
- Applicant does meet or is willing to meet the specific requirements of the scholarship for which he or she applies (see section titled *Undergraduate Scholarship for the 2018-2019 Academic Year*).

Applicants who meet all requirements are eligible to apply for the 2018 AAFCS National Undergraduate Scholarship, but are not guaranteed financial assistance.

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Former recipients of AAFCS Undergraduate Scholarships may apply for scholarship funding, but may not do so during the year following receipt of the scholarship funds. However, former recipients are not guaranteed another scholarship. No student will be awarded more than one undergraduate scholarship in a given year. Members of the AAFCS Board of Directors, Awards and Recognition Committee, or Finance Committee are not eligible to apply during their terms of office. AAFCS staff members are not eligible to apply during their periods of employment with the Association.

UNDERGRADUATE SCHOLARSHIP FOR THE 2018-2019 ACADEMIC YEAR

Jewell L. Taylor National Scholarship

The Taylor Scholarship was established through a generous bequest from Jewell L. Taylor, a dedicated family and consumer sciences professional for more than 50 years. She held positions as a county home demonstration agent and utility home economist, continuing her interest in AAFCS until her death. A \$5,000 scholarship and up to \$1,000 of support for one year of AAFCS membership and participation in the AAFCS Annual Conference will be awarded to **no more than one (1) qualified undergraduate student pursuing a degree in family and consumer sciences.**

APPLICATION PROCESS

To apply for a 2018 AAFCS Undergraduate scholarship, complete four steps **by the second Monday of January of 2018** (January 8, 2018).

Step 1 – Read the 2018 AAFCS National Undergraduate Scholarship Guidelines and Recommendation Form.

Step 2 – Have a maximum of three (3) evaluators prepare a recommendation for the applicant by completing the 2018 AAFCS National Undergraduate Scholarship Recommendation Form (found in Awards section of the AAFCS website) and return the completed recommendation form to the applicant.

Step 3 – Obtain official or unofficial copies of undergraduate transcripts.

Step 4 – Complete the 2018 AAFCS National Undergraduate Scholarship Application online.

Step 5 – Email materials A-D below in PDF format and E in JPG format to awards@aafcs.org **by January 8, 2018.**

APPLICATION MATERIALS

The documents described in A through D are to be submitted in Adobe Acrobat documents (PDF) in English. For A-B, please use 12-point sans-serif font. (*Arial, Tahoma, and Helvetica are some examples of sans-serif fonts*). If you have any questions about the application, contact awards@aafcs.org. **Please keep hard or digital copies of all materials submitted to AAFCS; materials will not be returned to applicants.**

- A. **Biographical Sketch and Professional Goals:** In PDF format, **on one page**, provide a 1) brief biographical sketch and 2) identify your short and long-term professional goals. **This page should be double-spaced, 12-point, sans-serif font. (*Arial, Tahoma, and Helvetica are some examples of sans-serif fonts*).**
- B. **Resume:** In PDF format, submit a resume that includes the following: educational background (include GPA on a 4 point scale), professional experiences (include responsibilities), special recognition and/or awards received, including dates (e.g., honors, awards, scholarships), participation in volunteer and community service activities, professional and leadership development activities, involvement in student organizations, certifications or licenses held, or other background information. **Resume must be single-spaced and in 12-point, sans-serif font. It may not exceed three pages.**
- C. Up to three **Recommendation Forms** (scanned) and in PDF format. **(Must use AAFCS Recommendation Form)**

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- D. **Undergraduate transcripts** (official or unofficial) in PDF format.
- E. **Photo:** Please submit a hi-res, JPG picture with your application. This is for publicity purposes only if you are selected for the scholarship.

The documents described in A through D are to be submitted in Adobe Acrobat documents (PDF) in English. If you need help in converting to PDF format, or have any questions about the application, contact awards@aafcs.org. **Please keep hard or digital copies of all materials submitted to AAFCS; materials will not be returned to applicants.**

Review Process

Jurors selected by the AAFCS Awards and Recognition Committee (ARC) review the applications and assign points using the Evaluation Criteria (see section titled *Evaluation Criteria*). Individuals who apply for a 2018 AAFCS Undergraduate Scholarship and those who write a letter of recommendation for a current applicant cannot serve as jurors for scholarships. Additionally, jurors cannot judge applications from family members, their current students, students at their own institution, applicants who have the same employer, or any applicant for whom there may be a potential conflict of interest. An individual who has been nominated and/or applied for an award, grant, fellowship, or scholarship shall not serve as a juror for any award, grant, fellowship, or scholarship during the period of time in which his or her own nomination or application is being judged.

The scholarship recipient will be announced in the spring of the year awarded.

Duties and Responsibilities

AAFCS National Undergraduate Scholarships are awarded for the *sole* purpose of providing financial support for academic study in a field of family and consumer sciences. The following will be the responsibilities of those who are *chosen to receive the AAFCS National Undergraduate Scholarship*:

- Scholarship funds will be sent to a university scholarship officer, who will disburse the scholarship award as designated in the acceptance forms that must be completed by AAFCS National Undergraduate Scholarship recipient.
- The scholarship officer will be instructed to disburse the funds in two or three installments, after August 1st, and prior to the beginning of fall semester (or trimester) and after January 1st and prior to the beginning of spring semester (or winter and spring trimesters). The scholarship officer will confirm enrollment status for each semester or trimester prior to disbursing scholarship funds.
- At the end of the academic year, the student is required to submit a brief email report that indicates how the AAFCS National Undergraduate Scholarship funds were used.

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Evaluation Criteria

Applications will be evaluated using the point system outlined below and can be awarded no more than 100 points. Additionally, candidates may receive a maximum of 5 bonus points based on years of AAFCS membership.

Guidelines as to what jurors may consider for each criterion are listed for clarity in preparing the application and consistency in judging applications.

Student's Name:	Example
Reviewer's Name	

Evaluation Criteria	Possible Points	Points Awarded
Completed Online Survey: ___ yes ___ no Meets requirement of scholarship: ___ yes ___ no		
1) FCS major declared/admitted to undergraduate program	5	
2) Biographical sketch: relevance to program, personal statement, influences, passions, etc.	15	
3) Professional goals clearly stated, short and long term	20	
4) Resume: (Examples could include the following) <ul style="list-style-type: none"> o Educational background o Experience related to FCS o Internships, work study, work experience and responsibilities as it relates to FCS, FCCLA, FEA, and student and professional organizations 	15	
5) Special recognitions/awards/scholarships	5	
6) Participation/volunteering in FCS and other community and service activities	5	
7) Letters of recommendation: evidence of leadership, character, accepts responsibility, relevant participation	15	
8) Transcript: coursework, academic ability, career-directed	10	
9) Overall Scholarship Packet (complete, organized, grammar, spelling, etc)	10	
Subtotal	100	
Bonus Points: AAFCS Membership: Less than 6 months (2 points) 6 mo – 1 year (3 points) 1 year + (5 points)		
Recommend for the scholarship? ___ yes ___ no		
Comments to be shared with other jurors:		
Comments to be shared with applicant:		