

REUBEN H. FLEET SCHOLARSHIP PROGRAM GROUND RULES

PURPOSE

To encourage capable students interested in the engineering or sciences related to aeronautics and astronautics to pursue or continue a college education.

SCHOLARSHIPS

One or more annual scholarships of \$1,000 or more will be awarded. The award monies will come from the contribution of AIAA San Diego Section members and from funds provided by the Reuben H. Fleet Fund administered by The San Diego Foundation.

NAME OF SCHOLARSHIP

The San Diego Section Scholarship Program is known as the REUBEN H. FLEET SCHOLARSHIP. Major Fleet was a prominent aviation pioneer. He was the Officer-In-Charge of the first U.S. Air Mail Service, founder of Consolidated Aircraft Corporation, a past National President and Honorary Member of AIAA, and a strong supporter of the San Diego Section of the IAS and AIAA.

ELIGIBILITY

To be considered for the scholarship, candidates must have a sponsor who is an AIAA professional member. Each member may sponsor one candidate per year. The candidate must be either a high school senior residing within the San Diego Section or a student member of the UCSD or SDSU AIAA Student Chapters.

Prior scholarship recipients may reapply while in college, but must compete with the new candidates. To be eligible, a high school senior must be in the upper one-third of his/her class, and must be admitted to an accredited university of his/her choice.

APPLICATION PROCEDURE

All AIAA members and student members within the San Diego Section will be informed about the scholarship program and will be sent an application during the early part of the year the scholarship will be awarded. Students must submit official transcripts from their high school or university.

Applicants are to ask at least two people to write recommendation letters on their behalf. One of these must be from their AIAA Professional Member Sponsor and another must be from one of their high school teachers (for high school seniors) or university instructor. Letters of recommendation should address the four scholarship judging factors identified below.

The applicant must write a one-page description of his/her interests and goals in higher education and their relation to AIAA's purpose. The applicant must also write a two to five-page description (double spaced) on Major Reuben H. Fleet and his pioneering aviation accomplishments (MLA Format or AIAA Format, citing at least 2 non-internet or scholarly sources, i.e. articles, journals, newspapers).

The application, two supporting descriptions, two letters of recommendation, and official transcripts must be postmarked by April 1, 2018. Mail to: AIAA San Diego, P.O. Box 3898, San Diego, CA 92163-1898 (**DO NOT** use **Reuben H. Fleet** in the address as the application may be redirected to the Reuben H. Fleet Science Center). AIAA San Diego will confirm receipt of the package via email by April 7.

The AIAA San Diego Section Honors and Awards Chairman will provide a Selection Committee to judge the submitted applications. The results of the judging will be ratified by the AIAA San Diego Section Council.

SCHOLARSHIP JUDGING FACTORS

(A) Academic Achievement; (B) Interest in AIAA's Purpose; (C) Leadership and Personality; (D) Financial Need.

SCHOLARSHIP ANNOUNCEMENT

The winners will be notified by April 15th and payment will be made not later than June 1st. The names of the winners will be published and they will be honored at the Mid-May, San Diego Section Annual Awards Banquet and Officer Installation.

REGULATIONS

Acceptance of an AIAA scholarship does not prohibit winners from receiving other scholarships. The entire process of applying for admission to a university is solely the responsibility of the candidate.

Frequently Asked Questions (FAQs)

1. Who can write a letter of recommendation on my behalf?

Ans: You must submit two letters:

- One from a university instructor (or a high school teacher for high school seniors). It is highly recommended that the letter is written by an instructor from the engineering college (or a science or math teacher for high school seniors), AND
- One from an AIAA Professional Member as your sponsor.

2. May an AIAA Professional Member Sponsor more than one student?

Ans: No, an AIAA Professional Member may only sponsor one student per scholarship year.

3. Can letters of recommendation be sent via email?

Ans: We prefer to have mailed letters of recommendation. We have accepted emailed letters of recommendation from AIAA Professional Members on a case-by-case basis. In all cases, the email is certified to be from an AIAA Professional Member from their on-file email address with AIAA National. For high school seniors, the letter from your teacher is required to be written on school letterhead and be mailed from the school. In all cases, the method of how the application and letters of recommendation are received is taken into account during the evaluation process.

4. How many letters of recommendation may an instructor write?

Ans: There is no limit of letters of recommendations that an instructor may write, but the instructor, if also an AIAA Professional Member, may only sponsor one student per scholarship year.

5. If my instructor is also an AIAA Professional Member, and is my sponsor, will the letter of recommendation count for both.

Ans: No, you must have letters from different people. In this case you would need to seek out another instructor to write a letter on your behalf.

6. What are some of the best ways to find an AIAA Professional Member Sponsor?

Ans:

- Get involved with the AIAA at the branch level at SDSU or UCSD, which will allow easy networking of professionals in industry involved with the AIAA
- An internship in the aerospace industry is a good place to find professional members
- Attend AIAA Professional Member events during the year for networking opportunities

7. Do I need to submit official transcripts?

Ans: Yes. They can be mailed directly from the school or be placed in the application package. If placed in the application package, they must be maintained in the original sealed envelope from the school.

8. Who is eligible to apply for the scholarship?

Ans:

- The candidate must be a high school senior residing within the San Diego Section, must be in the upper one-third of his/her class, and must be admitted to an accredited university of his/her choice, OR
- The candidate must be student member of the UCSD or SDSU AIAA Student Chapters.

9. If I was awarded a scholarship last year, may I apply again?

Ans: Yes, and it is encouraged. Prior scholarship recipients may reapply while in college, but must compete with the new candidates.

10. Are graduate students eligible for this scholarship?

Ans: Yes

11. What makes me a member of an AIAA Student Chapter?

Ans: Per the AIAA Student Branch Manual, student membership is obtained by registering as a student member of either chapter via www.aiaa.org. Simply attending student chapter activities, events, meetings, paying event fees, etc., does not grant you membership.

12. Must the items required to apply be sent in one entire package or can they be sent separately?

Ans: Your official student transcript may be mailed directly to us in a sealed envelope by your school/institution. Letter of recommendations can also be mailed to us directly by your instructor and sponsor. It is your responsibility to ensure that all items arrive by the postmark date indicated above.

13. Who can I contact with additional questions?

Ans: Greg Marien, Scholarship Coordinator. Email: greg.marien@aiaa-sd.org

14. I'm a high school student. Must I be a registered student member of AIAA?

Ans: No, but if you are interested in aerospace, you should highly consider it due to the benefits. Visit www.aiaa.org to find out more about the benefits of student membership.