

# ARCHITECTURAL SCHOLARSHIP INSTRUCTIONS

## AMERICAN INSTITUTE OF ARCHITECTS – FORT WAYNE, INDIANA

### INSTRUCTIONS AND INFORMATION FOR APPLICANTS

1. In order to be eligible for AIA Fort Wayne Indiana Scholarship, a student must:
  - a. be a permanent resident of the State of Indiana and live/lived in the Fort Wayne-Indiana region,
  - b. be enrolled in an accredited professional or post-professional architectural degree program,
  - c. have completed at least the second year in the program at the undergraduate level,
  - d. have cumulative grade point average of at least 3.0 on a 4.0 scale.
2. The AIA Fort Wayne Indiana Scholarship is a merit-based scholarship. Preference will be given to students who are actively involved in AIA/AIAS events at either the local, state, or national level.
3. These are cash awards, and the exact amount of the scholarship is to be determined by AIA FW.
  - a. AIA FW reserves the right to a) the timing of the announcement of scholarship winners, and b) the timing of the cash award.
  - b. In 2024 AIA Fort Wayne will be awarding two (2) \$1,000 scholarships.
  - c. Announcement of scholarship recipients will be held on June 20<sup>th</sup>, 2024 at the annual AIA Fort Wayne Golf Outing.
4. Answer all requested information. If a particular item does not apply to you, use “N/A”.
5. Complete application packages must be submitted by **April 8th by 11:59 PM**.
  - a. Applications submitted after this deadline or are not complete in any way shall be considered ineligible. It shall be the applicant’s responsibility to make sure that complete application packages are received by AIA Fort Wayne prior to the stated deadline. Students are encouraged to submit the applications as soon as possible. AIA Fort Wayne assumes no responsibility for circumstances that may lead to the receipt of incomplete, late, or otherwise nonconforming applications.
6. Complete application packages shall be submitted electronically to the following address by the stated deadline:
  - a. Eric Till, AIA, LEED AP  
AIA Fort Wayne Scholarship Committee Chair  
etill@designcollaborative.com
7. Application packages must include (3) three components in PDF format:
  - a. Completed Application
  - b. Completed Essay
  - c. Sample of Work (see item 8 below)
  - d. Letter of Recommendation (optional)

8. Applicant may present work from any one or a combination of the following types as evidence of excellence:
  - a. Design Project: A hypothetical, un-built project (Design Studio project or Independent Competition Entry), completed by a student or a student team. See Item 10B for additional requirements of team projects.
  - b. Designed and Constructed Project: A project conceived and built by a student or student team.
  - c. Civic/Community Leadership and Involvement: A completed independent project undertaken by the student which required significant leadership and involvement by the student in Civic/Community Organizations. The aim of this project should be strongly related to the improvement of the built-environment, or should otherwise demonstrate the student's application of architectural knowledge to the betterment of the Civic/Community organization.
  - d. Entrepreneurship or Alternate Practice Idea: An ongoing or completed effort in which the student has utilized their architectural knowledge in some outstanding and innovative fashion to expand the boundaries of the profession.
  
9. Submission Requirements for sample of work:
  - a. Two (2) or Three (3) 11x17 portfolio pages to highlight applicant's excellence
  - b. Clearly indicate which projects are team efforts and fully credit all other team members. If presenting a team project, clearly identify your role in the project.
  
10. By signing the application, the applicant certifies that he/she is a permanent resident of the State of Indiana. AIA Fort Wayne may require additional proof of residency be furnished prior to the final decision to award a scholarship.
  
11. The Scholarship Committee from Board of Directors of AIA Fort Wayne will make the selection of the scholarship recipients. Selection will be made on the merits of the application and not on the financial need of the applicant. Applicants will be notified shortly thereafter via e-mail. Selected Applicants will be recognized in the AIA Indiana Newsletter.
  
12. All correspondence from the AIA Fort Wayne will be directed to the student's e-mail address unless directed otherwise. Applicants who have questions regarding this application or scholarship should contact:
  - a. Eric Till, AIA, LEED AP  
AIA Fort Wayne Scholarship Committee Chair  
etill@designcollaborative.com