

NWTA Scholarship Application, Selection, and Disbursement Procedures

The Committee

- The committee shall consist of NWTA members representing the various communities within the NWTA as evenly as possible.
- Committee members who present a conflict of interest in judging must remove themselves or be removed by the Chair from the selection proceedings. The Chair may or may not choose to replace removed members after the committee has been established in a given year.
 - No member with a child, grandchild, or spouse entering an application shall be retained on the selection committee given the possible financial benefit to the member in question.
 - Given the size of the organization, we recognize that multiple or all committee members may share unit affiliation with applicants, or have acquaintances among the applicant pool. Therefore the Chair will not remove members for this reason. If, however, a member feels a strong and abiding relationship with an applicant, s/he is encouraged to judge for her/himself whether there is a conflict of interest sufficient to remove her/himself.

Application Procedure:

- The application for the NWTA scholarship will be available on the NWTA web site as a pdf file or a Microsoft Word document for download.
- Applicants will send completed application materials by mail (application, letters of recommendation, and essays) to the Committee Chair.
- All application materials must be **received** by the chair by August 1st to be considered for the scholarship. Late applications will not be accepted. Applications submitted to other committee members will not be accepted.
- The Chair will assign numbers to each of the applicants and redistribute the applications to each committee member with names and identifying information replaced with the applicant number.
- Mail completed applications to
Attn: NWTA Scholarship Committee Chair
1009 McCord Rd E4
Valparaiso, IN 46383
or email to
dickinsjm@hotmail.com

Evaluation Criteria:

- Applicants will be evaluated by the committee members based upon the information provided in the application materials.
- Committee members will consider the following list of criteria, but they are free to take other factors presented in the application into consideration.
 - Academic performance and goals
 - NWTA involvement (as demonstrated through the essay portion of the application)
 - Volunteer and extracurricular activity outside of the NWTA

Announcement Procedure:

- The Scholarship Committee Chair will notify the award winners by August 30th and award disbursement from the NWTA Treasurer will follow shortly thereafter.