



# **Alfred Steele Engineering Scholarship Information Package**

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# THE ALFRED STEELE ENGINEERING SCHOLARSHIP INFORMATION PACKAGE

This scholarship is named in honor of Alfred Steele, P.E., CIPE a long time member of the American Society of Plumbing Engineers, and a visionary and pioneer in advocating education and professional development for plumbing engineers and designers.

## Scholarship Award Amount

The American Society of Plumbing Engineers will bestow a maximum of \$3,000 (U.S.) in scholarship monies to qualified applicants.

## Eligibility Requirements

**1. The Alfred Steele Engineering Scholarship is limited to an ASPE member and his/her immediate family (i.e., spouse or child), planning a career in engineering.**

**2. The eligible individual must be:**

- A. Enrolled, as of the application year, as a full-time student in a college, university or technical school; and
  - a. Have maintained a minimum overall grade point average of 3.0 on a 4.0 grading scale; or its equivalent; and
  - b. Plans to attend a college, university or technical school on a full-time basis as of the fall or summer semester of the application year; and
  - c. Is enrolled in a school or program of engineering.

OR

- B. A senior high school student who:
  - a. Will graduate as of June of the application year; and
  - b. Has a minimum grade point average of 3.0 on a 4.0 grading scale; or its equivalent; and
  - c. Plans to matriculate into a college, university or technical school on a full-time basis (a minimum of 12 credit hours per semester) as of the fall or summer semester of the application year; and
  - d. Has been officially accepted by a college, university or technical school on a full-time basis as of the fall or summer semester of the application year; and
  - c. Plans to enroll in a school or program of engineering.

## Application Process

The official Alfred Steele Engineering Scholarship Application package consists of six (6) forms. All portions of the application package must be complete, accurate and legible [please print (in black ink) or type all information]. The Scholarship Selection Committee reserves the right to reject any and all applications.

The American Society of Plumbing Engineers' Board of Directors will make the final scholarship determination and awards based on the recommendations of the Scholarship Selection Committee and reserves the right to decline to award any scholarships in any application year.

The Alfred Steele Engineering Scholarship will be awarded based on a blind panel selection process. All applications received by the American Society of Plumbing Engineers will be given a scholarship applicant number; all individual identifying information will be removed from the application and supporting forms and materials that are submitted.

The Alfred Steele Engineering Scholarship Committee and the Board of Directors will receive only numbered applications and related supporting forms and materials.

## Application Forms:

### 1. Scholarship Application

The Scholarship application must be completed and signed by the applicant, and submitted no later than January 31 of the application year.

### 2. School Transcript

Each applicant must have an official high school, college, university or technical school transcript submitted directly to the Scholarship Selection Committee from the school. Official transcripts must include a definition of grade point assignment. Transcripts submitted by the applicant will not be accepted or considered. Have transcripts submitted directly to:

Alfred Steele Engineering Scholarship Selection Committee  
American Society of Plumbing Engineers  
6400 Shafer Court, Suite 350  
Rosemont, IL 60018

### 3. References

Each applicant is required to have four (4) references; two (2) references may be submitted by friends or business associates (no relatives); and two (2) references must be submitted by teachers, principal, dean and/or guidance counselor. A standardized reference form is provided as part of the application package.

Each reference should attest to the character of the applicant and/or provide a recommendation regarding the future success of the applicant in the engineering profession and/or offer an endorsement regarding the suitability of the applicant for the scholarship.

All references must be submitted directly to the Scholarship Selection Committee by the reference giver in a sealed envelope. References submitted by the applicant will not be accepted by the committee. Have references submitted directly to:

Alfred Steele Engineering Scholarship Selection Committee  
American Society of Plumbing Engineers  
6400 Shafer Court, Suite 350  
Rosemont, IL 60018

#### **4. Personal Activities and Community Involvement**

Each applicant is required to submit a Personal Activities and Community Involvement Form which is included as part of the Application Package.

The applicant is encouraged to list:

- A. Extracurricular activities (e.g., clubs and athletics).
- B. Community involvement (e.g., neighborhood involvement, local boards and commissions, homeless shelter work, Habitat for Humanity)
- C. Awards and certificates
- D. Work study programs

College, university or technical school applicants may also include high school activities and awards.

This form is to be attached to, and submitted with, the application form.

#### **5. Statement of Personal Achievement**

A Statement of Personal Achievement form is included as part of the application package and should be submitted attached to the Scholarship Application. In order to be considered for a scholarship, each applicant is required to complete and submit the Statement of Personal Achievement.

The Statement of Personal Achievement requires the applicant to provide a personal insight about themselves to the Scholarship Selection Committee. The applicant should consider the impact he/she has had on the lives of others including friends, family, business associates and especially strangers with whom they have had minimal interaction (e.g., a store clerk, a waiter/waitress, etc.). In addition, the applicant can include a statement as to the impact he/she has had on society in general and how much better off society is because of his/her presence.

The Statement of Personal Achievement is limited to a maximum of 200 words (one double spaced typed page). This statement should be attached, and submitted, with the application form.

#### **6. Essay of Interest**

Each applicant is required to provide an essay responding to one of the following the questions: What is the role of the Plumbing Engineer vis-a-vis the environment, energy efficiency and resource sustainability?

Applicants should be aware that there is no right or wrong answer to this question. The question is designed to empower the applicant to be thoughtful, insightful and most significant of all, creative.

The Essay of Interest is limited to a maximum of 200 words (one page, double spaced typed).

This essay is to be attached to, and submitted, with the application form.

## Application Deadline

Scholarship application and all related forms, references and transcripts must be received by January 31 of the application year.

Completed applications and related forms should be sent to:

Alfred Steele Engineering Scholarship Selection Committee  
American Society of Plumbing Engineers  
6400 Shafer Court, Suite 350  
Rosemont, IL 60018

## Selection Process and Guidelines

The Scholarship Selection Committee will consider each applicant's Scholarship Application Package and make its determination of final eligibility as follows:

- A. Only members of ASPE and their immediate families (e.g., spouse, children) will be considered eligible.
- B. Only completed Scholarship Application Packages with all necessary forms, statements and essays attached, and school transcripts and references received by the Committee, will be eligible for consideration.
- C. Only applicants with a minimum overall grade point average of 3.0 on a 4.0 grading scale, or its equivalent will be considered for a scholarship. The applicant's school transcript will be the basis for determining the applicant's eligibility. Of a total of 100 percentage points used to analyze and to evaluate the relative merits of all the applicants, the overall grade point average will be valued at from 1 to 5 percentage points.
- D. The applicant's references will provide the members of the Scholarship Selection Committee with an independent assessment of the character and potential future education success of each applicant. Of a total of 100 percentage points used to analyze and to evaluate the relative merits of all the applicants, references will be valued at 10 to 15 total percentage points.
- E. The Personal Activities and Community Involvement listing is an important determinant of the commitment and dedication of each applicant. Of a total 100 percentage points used to analyze and to evaluate the relative merits of all the applicants, this listing will be valued at 10 to 15 total percentage points.
- F. The Statement of Personal Achievement is the most meaningful and single most important evaluation criteria that provides the members of the Scholarship Selection Committee with an intimate glimpse and insight into the personal qualities of the applicant. Of a total 100 percentage points used to analyze and to evaluate the relative merits of all the applicants, the Statement of Personal Achievement listing will be valued at 15 to 30 total percentage points.
- G. The Essay of Interest is used by the members of the Scholarship Selection Committee to determine the imaginative and creative nature of each of the applicants. Of a total 100 percentage points used to analyze and to evaluate the relative merits of all the applicants, the Essay of Interest will be valued at 20 to 35 total percentage points.

The American Society of Plumbing Engineers' Board of Directors will make the final scholarship determination and awards based on the recommendations of the Scholarship Selection Committee.

## Scholarship Award Date

The Alfred Steele Engineering Scholarship recipients will be announced in June of the application year.

All scholarship applicants will receive a final determination letter. Scholarship recipients will be contacted regarding payment of the scholarship award and will be required to provide a 3" x 5" picture to be used in any official announcement. (All submitted materials, including pictures, shall become the property of ASPE and will not be returned.)

The official presentation of the scholarship will be announced, in even-numbered years to the American Society of Plumbing Engineers membership at the Biennial Convention and Engineered Plumbing Exposition; in odd-numbered years, the announcement will be made at the Technical Symposium.



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 Rosemont, IL 60018  
 (847) 296-0002 • Fax: (847) 296-2963  
 info@aspe.org • www.aspe.org

## THE ALFRED STEELE ENGINEERING SCHOLARSHIP APPLICATION

For Application Year: \_\_\_\_\_  
 (Must be received no later than January 31)

1. Name: \_\_\_\_\_  
 First Name MI Last

2. Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Fax: \_\_\_\_\_

3. Daytime Phone Number: \_\_\_\_\_ Evening: \_\_\_\_\_

4. Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ 5. Gender:  Male  Female

6. Name of school in which you are currently enrolled:  
 A. Type of school:  High School  College  University  Technical School

7. What is your current overall grade point average? \_\_\_\_\_ What is the maximum grade point basis? \_\_\_\_\_

8. Name of school at which you plan to attend fall semester/quarter:  
 B. Type of school:  High School  College  University  Technical School

9. What is your planned major? \_\_\_\_\_

10. What type of career do you think you will pursue after graduation? \_\_\_\_\_

11. Are you a member of the American Society of Plumbing Engineers?  Yes  No  
 A. If NO, are you the spouse, daughter or son of an ASPE member?  Yes  No Relationship:  Spouse  Daughter  Son

B. ASPE Membership Number \_\_\_\_\_ Chapter: \_\_\_\_\_

12. List of names of individuals submitting references on your behalf:

Name of Individual Submitting Reference	Description of Reference Category (e.g. teacher, friend)

13. Be sure all necessary forms are attached. Check List:
- Personal Activities and Community Involvement
  - Statement of Personal Achievement
  - Essay of Interest
  - Proof of School Acceptance or Attendance such as an acceptance letter or recent grade transcript (if already enrolled in college, university or technical school.)

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_





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## THE ALFRED STEELE ENGINEERING SCHOLARSHIP APPLICATION

### Applicant School Transcript Form

For Application Year: \_\_\_\_\_

(Must be received no later than January 31)

Name of Scholarship Applicant: \_\_\_\_\_

Scholarship Applicant's School ID Number: \_\_\_\_\_

Name of School Sending Transcript: \_\_\_\_\_

Check One:    High School         College         University         Technical School

Each applicant must have an official high school, college, university or technical school transcript submitted directly to the Scholarship Selection Committee from the school. Official transcripts must include definition of grade point assignment. Transcripts submitted by the applicant will not be accepted or considered. Have transcripts submitted directly to:

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## THE ALFRED STEELE ENGINEERING SCHOLARSHIP APPLICATION

### Personal Reference Form One

[For friends or business associates.]

For Application Year: \_\_\_\_\_

(Must be received no later than January 31)

Name of Scholarship Applicant: \_\_\_\_\_

Name of Reference (print): \_\_\_\_\_

Check One:  Friend  Business Associate

Each applicant is required to have two (2) references submitted by friends or business associates (no relatives). Each reference should attest to the character of the applicant and/or provide a recommendation regarding the future success of the applicant in the engineering profession and/or offer an endorsement regarding the suitability of the applicant for the scholarship.

All references must be submitted directly to the Scholarship Selection Committee by the reference giver in a sealed envelope. References submitted by the applicant will not be accepted by the committee. Reference giver should notify the scholarship applicant when the reference has been submitted. However, the scholarship applicant should not be given an opportunity to read or copy the reference. Submit reference directly to:

Alfred Steele Engineering Scholarship Selection Committee  
 American Society of Plumbing Engineers  
 6400 Shafer Court, Suite 350  
 Rosemont, IL 60018

Signature of Reference: \_\_\_\_\_

Date: \_\_\_\_\_

**Personal Reference Form One (continued)**

[For friends or business associates.]

Signature of Reference: \_\_\_\_\_

Date: \_\_\_\_\_



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## THE ALFRED STEELE ENGINEERING SCHOLARSHIP APPLICATION

### Personal Reference Form Two

[For friends or business associates.]

For Application Year: \_\_\_\_\_

(Must be received no later than January 31)

Name of Scholarship Applicant: \_\_\_\_\_

Name of Reference (print): \_\_\_\_\_

Check One:  Friend  Business Associate

Each applicant is required to have two (2) references submitted by friends or business associates (no relatives). Each reference should attest to the character of the applicant and/or provide a recommendation regarding the future success of the applicant in the engineering profession and/or offer an endorsement regarding the suitability of the applicant for the scholarship.

All references must be submitted directly to the Scholarship Selection Committee by the reference giver in a sealed envelope. References submitted by the applicant will not be accepted by the committee. Reference giver should notify the scholarship applicant when the reference has been submitted. However, the scholarship applicant should not be given an opportunity to read or copy the reference. Submit reference directly to:

Alfred Steele Engineering Scholarship Selection Committee  
 American Society of Plumbing Engineers  
 6400 Shafer Court, Suite 350  
 Rosemont, IL 60018

Signature of Reference: \_\_\_\_\_

Date: \_\_\_\_\_

**Personal Reference Form Two (continued)**

[For friends or business associates.]

Signature of Reference: \_\_\_\_\_

Date: \_\_\_\_\_



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## THE ALFRED STEELE ENGINEERING SCHOLARSHIP APPLICATION

### Personal Reference Form One

[For teachers, principal or dean and/or guidance counselor.]

For Application Year: \_\_\_\_\_

(Must be received no later than January 31)

Name of Scholarship Applicant: \_\_\_\_\_

Name of Reference (print): \_\_\_\_\_

Check One:  Teacher  Principal/dean  Guidance counselor

Each applicant is required to have two (2) references submitted by teachers, principal or dean and/or guidance counselor. Each reference should attest to the character of the applicant and/or provide a recommendation regarding the future success of the applicant in the engineering profession and/or offer an endorsement regarding the suitability of the applicant for the scholarship.

All references must be submitted directly to the Scholarship Selection Committee by the reference giver in a sealed envelope. References submitted by the applicant will not be accepted by the committee. Reference giver should notify the scholarship applicant when the reference has been submitted. However, the scholarship applicant should not be given an opportunity to read or copy the reference. Submit reference directly to:

Alfred Steele Engineering Scholarship Selection Committee  
American Society of Plumbing Engineers  
6400 Shafer Court, Suite 350  
Rosemont, IL 60018

Signature of Reference: \_\_\_\_\_

Date: \_\_\_\_\_

**Personal Reference Form One (continued)**

[For teachers, principal or dean and/or guidance counselor.]

Signature of Reference: \_\_\_\_\_

Date: \_\_\_\_\_



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## THE ALFRED STEELE ENGINEERING SCHOLARSHIP APPLICATION

### Personal Reference Form Two

[For teachers, principal or dean and/or guidance counselor.]

For Application Year: \_\_\_\_\_

(Must be received no later than January 31)

Name of Scholarship Applicant: \_\_\_\_\_

Name of Reference (print): \_\_\_\_\_

Check One:  Teacher  Principal/dean  Guidance counselor

Each applicant is required to have two (2) references submitted by teachers, principal or dean and/or guidance counselor. Each reference should attest to the character of the applicant and/or provide a recommendation regarding the future success of the applicant in the engineering profession and/or offer an endorsement regarding the suitability of the applicant for the scholarship.

All references must be submitted directly to the Scholarship Selection Committee by the reference giver in a sealed envelope. References submitted by the applicant will not be accepted by the committee. Reference giver should notify the scholarship applicant when the reference has been submitted. However, the scholarship applicant should not be given an opportunity to read or copy the reference. Submit reference directly to:

Alfred Steele Engineering Scholarship Selection Committee  
American Society of Plumbing Engineers  
6400 Shafer Court, Suite 350  
Rosemont, IL 60018

Signature of Reference: \_\_\_\_\_

Date: \_\_\_\_\_



**Personal Reference Form Two (continued)**

[For teachers, principal or dean and/or guidance counselor.]

Signature of Reference: \_\_\_\_\_

Date: \_\_\_\_\_



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## THE ALFRED STEELE ENGINEERING SCHOLARSHIP APPLICATION

### Personal Activities and Community Involvement Form

For Application Year: \_\_\_\_\_

(Must be received no later than January 31)

Name of Scholarship Applicant: \_\_\_\_\_

Each applicant is required to submit a Personal Activities and Community Involvement Form. List:

- A. Extracurricular activities (e.g., clubs and athletics).
- B. Community involvement (e.g., neighborhood involvement, homeless shelter work, Habitat for Humanity)
- C. Awards and certificates
- D. Work study programs

College, university or technical school applicants may also include high school activities and awards.

The Personal Activities and Community Involvement Form is to be attached to, and submitted with, the application form.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**Personal Activities and Community Involvement Form (continued)**

Signature of Applicant: \_\_\_\_\_  
Date: \_\_\_\_\_



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## THE ALFRED STEELE ENGINEERING SCHOLARSHIP APPLICATION

### Statement of Personal Achievement

For Application Year: \_\_\_\_\_

(Must be received no later than January 31)

Name of Scholarship Applicant: \_\_\_\_\_

Each applicant is required to complete and submit the Statement of Personal Achievement. The Statement of Personal Achievement requires the applicant to provide a personal insight about themselves to the Scholarship Selection Committee. The applicant should consider the impact he/she has had on the lives of others including friends, family, business associates and especially strangers with which they have had minimal interaction (e.g., a store clerk, a waiter/waitress, etc.). In addition, the applicant can include a statement as to the impact he/she has had on society in general and how much better off society is because of his/her presence.

The Statement of Personal Achievement is limited to a maximum of 200 words (one double spaced typed page). This statement is to be attached to, and submitted with, the application form.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**Statement of Personal Achievement (continued)**

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_



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## THE ALFRED STEELE ENGINEERING SCHOLARSHIP APPLICATION

### Essay of Interest

For Application Year: \_\_\_\_\_

(Must be received no later than January 31)

Name of Scholarship Applicant: \_\_\_\_\_

Each applicant is required to provide an essay responding to the question, What is the role of the Plumbing Engineer vis-a-vis the environment, energy efficiency and resource sustainability? Applicants should be aware that there is no right or wrong answer to this question. The question is designed to empower the applicant to be thoughtful, insightful and, most significant of all, creative.

The Essay of Interest is limited to a maximum of 200 words (one double spaced typed page). This essay is to be attached to, and submitted with, the application form.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**Essay of Interest (continued)**

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_