



UTILITY ENGINEERING  
& SURVEYING  
INSTITUTE

Utility Engineering & Surveying Institute  
Student Scholarship Program  
Pipelines Conference  
Policy and Procedures Document

## **1.0 Mission Statement**

The goal of the Student Scholarship program is to promote outreach and engagement with colleges, universities and students by awarding scholarships for students to attend the UESI Pipelines Conference. Attendance and participation at UESI sponsored events will provide opportunities for students to attend a UESI conference and meet with industry professionals. This student-industry engagement will help promote the development of partnerships within colleges and universities to see how the utility engineering and surveying industry fits into the curriculum. It will also better prepare students to enter the workforce and become aware of the growing opportunities within the utility engineering and surveying practices. The Student Scholarship program will also provide a means to incentivize student participation at industry forums and encourage student membership in UESI.

## **2.0 Eligibility**

Scholarship applicant must be a student who is enrolled in at least a 2-year degree program in the U.S. or Canada.

## **3.0 List of People Who Will Be Notified of This Opportunity**

UESI staff will develop a list of contacts that will be notified of this opportunity. The list will be composed of college and university personnel and students. UESI staff will schedule a series of email blasts to market the Student Scholarship and place notification in the quarterly UESI newsletter and on the UESI website.

The UESI Board will determine the number of scholarships to be awarded based on available funds.

## **4.0 Review and Award**

All applications shall be reviewed by the UESI Student Scholarship Committee (The Committee) appointed by the UESI Board of Governors. The Committee will be composed of UESI volunteers. All scholarship applications must be submitted in English.

Care and confidentiality shall be exercised by UESI and the Committee to guarantee privacy protection of information submitted. Rating sheets will only be distributed within the Committee.

Incomplete or indecipherable applications shall be eliminated from consideration by UESI. All scholarship applications must be complete, true and verifiable.

Applications shall be evaluated on the following criteria:

1. Current membership status;
2. Participation in this year's Conference;
3. Attendance at previous UESI Pipelines Conferences;
4. Expected graduation date;
5. Degree being pursued;
6. Major, degree specialization, and/or minor;
7. Reason for attending and expectations (150 words or less);
8. Letter of support and/or recommendation from college/university, local ASCE Chapter, employer or other sources;
9. Prior Involvement in UESI or related Divisions (Pipelines, Utilities Risk Management, and Surveying);
10. Previous scholarship recipient (first time applicants are given priority).

The committee has the discretion to award scholarships regardless of application ranking. Other items may be considered when The Committee is evaluating applications.

Some items of consideration may include having 20 percent minimum undergraduate students receive the scholarship. This is to discourage the selection of only graduate students. Have a maximum of 20 percent of the recipients be from the same university. This is to encourage a good mix of schools are represented.

### **5.0 Makeup of the UESI Student Scholarship Program Committee**

The Committee shall be comprised of four to seven active UESI members appointed by the UESI Board of Governors. The Committee shall be responsible for reviewing the scholarship applications and determining the ratings in accordance with the Board of Governors approved criteria.

### **6.0 Terms & Conditions**

Notice of award shall be by email/letter and phone call. Successful applicants must respond to confirm acceptance by the date set by UESI in the notice. Failure to respond by the deadline will result in the scholarship being rescinded without appeal.

Scholarships are non-transferable and have no redeemable cash value.

The scholarship award covers registration fees for the UESI Pipelines conference and a \$600 stipend. The stipend is meant to help the student with travel, lodging and other related expenses. It is preferred to have matching funds secured from the student's college or university to cover the remaining balance to attend the conference. All scholarship recipients are responsible for their own travel, lodging, and other related accommodation arrangements.

UESI is not responsible for canceled flights or any other instance that impacts the scholarship recipient's attendance. Parking fees and incidental expenses are not included and are the sole responsibility of the conference attendee.

ASCE and UESI accept no responsibility for scholarship recipients while onsite for the Pipelines Conference or during travel periods to and from the event. Scholarship recipients and their respective college or university shall indemnify and hold harmless ASCE and UESI of any other liability or prejudice arising during or relating to participation in this program.

Professional, ethical behavior is expected and required while attending the UESI Pipelines Conference and UESI reserves the right to rescind a scholarship at any time without appeal.

Immediate family members (defined as parents, spouse, children and siblings) of ASCE and UESI employees, members of the UESI Board of Governors, UESI Student Scholarship Program Committee, UESI Executive and Technical Division Committees and UESI contracted agents are not eligible to participate in the Student scholarship program.