

Application for Scholarship - 2007
Malayalee Engineers' Association, Houston, Texas, USA
(See "Information for Applicants" for details and instructions.)

Name of Applicant:	Date of Birth:
Present Address:	Permanent Address:
Telephone:	Telephone:
Email address:	

Academic Data (Attach certified copies of mark sheets and / or rank certificate)

Name of Institution	Date Passed	% Marks/Rank
School: SSLC / CBSE / ICSE		
Plus-2:		

Engineering Entrance Examination Score/Rank:

Did you take Coaching Classes for Entrance Exam?: No. of attempts at Entrance Exam:

Institution where you had coaching for Engineering Entrance Examination:

Duration of coaching class: Fees paid for Entrance exam coaching Class: Rs.

Father's Name: Occupation: Employer:	Mother's Name: Occupation: Employer:
--	--

If parent or guardian is involved in agriculture, business or daily wage labour, please attach a statement on separate sheet explaining in detail the type of agriculture, business or labour so that we can evaluate your financial condition.

Family Income per year:

Source of Income	Father's Income	Mother's Income
Employment		
Business		
Real estate rentals		
Agriculture		
Overseas remittances from relatives		
Stock market trading		
Interest from savings and deposit accounts		
Pensions and Retirement Benefits		
Total Income, per year	Rs.	Rs.

Does your family own any four-wheel vehicles (i.e. car, van, truck, etc.)?
If Yes, how many?
Estimated value of the vehicles: Rs.:

Malayalee Engineers' Association, Houston, Texas, USA

Letter of Recommendation

(To be sent with MEA Houston Scholarship Application)

Name of Applicant: _____

To the Appraiser: You have been requested to provide information in support of the above named applicant who is applying for a scholarship from Malayalee Engineers' Association, Houston, USA. We thank you for the time and effort in providing this input which will help us make a fair evaluation of the application. Please use additional sheets if you need more space to respond to the following questions. When complete, please return this to the applicant in a sealed envelope. Applicant shall mail the Letter of Recommendation to MEA, Houston.

1. How long have you known the applicant? In what capacity?
2. Based on your experience with other students, how would you rate the applicant in the following categories?

Excellent (top 5%)	Very Good (top 20%)	Average (top 50%)	Below Average (below 50%)
Academic Merit: _____	Curiosity and Initiative: _____		
Problem solving skills: _____		Follows through and completes tasks: _____	
Leadership Skills: _____		Commitment to school and/or community: _____	
Extra curricular Activities: _____		Conduct: Respect for self and others: _____	

Are there any particular examples that you can relate where the applicant has distinguished himself/herself in any of the above categories?

3. In your opinion, what are the candidate's outstanding personality traits?
4. Please state below your personal knowledge of the applicant's need for financial assistance to continue his/her studies:

Name of Appraiser: _____

Job Title or Designation: _____ Phone Number: _____

Employer: _____

Signature: _____ Date: _____



Malayalee Engineers' Association (MEA)

Houston, Texas, USA

SCHOLARSHIPS FOR ENGINEERING/ TECHNOLOGY/ COMPUTER-SCIENCE/ ARCHITECTURE / NAVAL ARCHITECTURE STUDENTS

Year 2007

Information for Applicants

1.0 **Preamble:** MEA is an association of Malayalee engineers living in Greater Houston area in the state of Texas, USA. The association is offering scholarships for students in Kerala to pursue engineering/ technology/ computer science, architecture or naval-architecture studies leading to a Bachelors degree. The number of scholarships may be four or five for year 2007.

2.0 **Basis of Award:** Award of Scholarship shall be based on the academic merit and financial hardship of the applicant. A panel of MEA members shall select the scholarship winners based on merit and financial hardship of the candidate. The panel may consider other criteria as defined in Section 4.3 of this document. The student will become eligible for the scholarship during the FIRST year of studies. The scholarship will be renewed every year until the normal completion of the 4-year course of studies, provided the student has shown satisfactory performance in the preceding year. See Para 8.0.

3.0 **Amount of Scholarship:** US \$500/ year per student.

4.0 **Eligibility Requirements:**

4.1 Student shall be enrolled in an accredited Engineering College or University in Kerala in a 4-year (8 semesters) course leading to a Bachelors Degree in Engineering, Technology, Computer Science, Architecture or Naval Architecture.

4.2 The income of the student's parents shall be below Rs.50,000/ year from all sources.

4.3 Awards and honors received and extracurricular activities by the student shall be considered in selecting the scholarship recipient when more than one deserving candidates are identified based on academic merit and income criteria.

4.4 If the student has already accepted another scholarship, he/she shall provide complete details of such other scholarship(s).

4.5 Students ranked lower than 5000 (rank 5001 or greater) in the entrance exam will not be considered for an award unless they:

(i) Have scored above 85% marks for SSLC/ICSE/CBSE and Plus-2.

(ii) Present a compelling case for extraordinary consideration.

4.6 Students admitted through management-quota are not eligible for an award.

5.0 **Application Guidelines:**

During the student's course of study, if it is found that any willful misrepresentation of facts or false information has been used to win a scholarship award, MEA will immediately terminate the student's scholarship. The student shall then return to MEA all the money received from MEA towards a scholarship with interest, failing which MEA may take appropriate legal action.

5.1 The student shall submit the completed application form provided by MEA. Blank Application Form and Letter of Recommendation form may be downloaded from MEA web site www.meahouston.org. Application form may also be available with the Principals of accredited engineering colleges in Kerala. Photostat copies of the blank forms are acceptable.

Attach the following documents with the application:

1. Copies of the Marks-lists for: (i) SSLC/CBSE/ICSE (ii) Plus-2
2. Copies of Marks-list and Rank Certificate for Engineering Entrance Examination.
3. Letter of Recommendation from a former or current teacher or head master or head mistress of student's school.
4. Income Certificate including all sources, issued by Tahsildar / Village Officer.
5. Statement explaining type of agriculture, labour or business of parents/ guardian.
6. Details of awards and honors received in extra curricular activities.

7. A letter or statement describing any extraordinary circumstances which you feel makes your application worthy of special consideration.
8. A statement providing details of scholarships, grants and non repayable financial awards the student may be receiving from sources other than MEA Houston. Include amounts, duration of payment, source's name and basis of award in your statement.

5.2 A recommendation letter must accompany the application. Applicant shall provide a copy of the blank 'Letter of Recommendation' form (downloadable from MEA web site) to his/her head master or head mistress or a teacher of his/her school who can provide a confidential appraisal of the applicant. The completed and signed letter of recommendation shall be placed in an envelope and sealed and shall be sent with the application.

Copies of mark lists and rank certificate shall be attested by the Principal or Head of the Department of the Engineering College where the student is currently enrolled. Incomplete applications will not be considered.

5.3 Application shall be sent by air mail in order to reach MEA Houston no later than **December 7, 2007**. Allow 15 days for airmail delivery (i.e., post your application before Nov-22). **DO NOT send applications by Registered post. Use un-registered airmail only. Do not send any original mark lists or rank certificate.** MEA will NOT return any documents to the applicants.

5.4 Alternatively, applications with all required attachments may be submitted by email to meet the deadline of December 7, 2007. Use **meahouston@gmail.com** for all scholarship-related email correspondence. If the application is filed via email, applicant must follow up by sending original application form, recommendation letter, income certificate and other documents (i.e. certified copies of mark lists and certificates) by air mail (un-registered only) in order to reach MEA Houston before Dec 15, 2007. Applications filed by email, but not followed up by air mail will not be considered.

5.5 Applications shall be mailed to:
MEA Houston Scholarship-2007
C/o K.N. Rajesh
4619 Wellington Grove Ln.
Katy, TX 77494, USA.

Use robust envelopes to send your application and attachments so that they will not be torn or damaged by mechanical sorting machines in the post office.

6.0 **Award of Scholarship:** Scholarships will be awarded before **March 31, 2008**. Students who are awarded scholarships will be required to submit a photograph and a signed affidavit affirming that they understood the terms and conditions under which MEA Houston scholarships are awarded and renewed.

7.0 **Method of Payment:** MEA treasurer shall send the scholarship award check in US dollars to the student. The scholarship recipient shall open a bank account and provide the bank account number to MEA for direct deposit of scholarship payment.

8.0 **Continuation of Scholarship:** A student, who wins scholarship in the first year, will continue to receive the scholarship for the remaining three years of studies if he/she secures an average of 70% marks or 7.0 GPA in the semester examinations every year. It is the responsibility of the student to submit certified copies of semester examination mark lists as soon as they become available to show proof of securing 70% marks. The student shall also submit an affidavit each year stating complete details of any scholarship or financial aid he/she is receiving from organizations other than MEA, Houston. Educational loans from banks and other financial institutions will not disqualify applicants.

-----//-----