



**2024 Scholarship
Application Package**



About CMAA

The Mission of CMAA is to promote the profession of Construction Management and the use of qualified Construction Managers on capital projects and programs. The Vision of CMAA is that all owners will realize capital project and program success by using professionally qualified Construction Managers.

About CMAA Connecticut Chapter Scholarship

The Construction Management Association of America (CMAA) Connecticut Chapter is awarding scholarships to qualified students to help them defray the costs of **pursuing a degree in Construction Management, Civil Engineering, or other related fields**. The value of each scholarship is \$1,000 or greater, based on the recommendation of the Selection Committee.

Students may also be eligible to apply CMAA Foundation Scholarships (see www.cmaafoundation.org for additional information).

Eligibility Criteria

1. **For high school seniors or current undergraduate students**, must be contingent on acceptance to attend a full-time accredited college or university in the next academic year or currently enrolled as a full-time student at an accredited college or university. **For graduate students**, must be accepted to attend a graduate program or currently enrolled in a graduate program at an accredited college or university. Undergraduate students must have a minimum of one full academic year left. Graduate students must have a minimum of two courses left.
2. Must be contingent on acceptance to or enrolled in a Construction Management, Civil Engineering, or related degree program at an accredited college or university, and show a strong interest in a career in Construction Management, as demonstrated by a response to the essay question in the application package.
3. Must have a 3.0 GPA or higher.
4. Must be contingent on acceptance to attend or attending a college or university located in Connecticut or be a Connecticut State Resident.

NOTE: Incomplete applications will not be considered. The application and all associated attachments must be submitted electronically. Hard copies of transcripts, essays, and recommendations must be scanned and sent electronically. Hard copy applications and attachments will not be considered. Applications submitted using ChatGPT or similar applications will not be considered for award.

CMAA Connecticut Chapter Scholarship Application Process

All applications and supporting materials must be submitted directly to the CMAA Connecticut Chapter. **Be sure to fill out the application completely and submit it with all accompanying attachments electronically to scholarship@ctcmaa.starchapter.com no later than midnight, October 17, 2024.**

You should receive a confirmation email that your application was submitted successfully (please be sure to check your Spam folder, as well). **If you do not receive a confirmation, please email Terrence McAuliffe at tmcauliffe@aiengineers.com of the issue.**



See the Scholarship Application Checklist for guidance in assembling your application. The Academic/Facility Advisor Evaluation Form & Recommendation Statement on the last page of this application should be provided to your academic advisor, student councilor or an instructor for their recommendation, which they will submit directly to the CMAA Connecticut Chapter.

CMAA Connecticut Chapter Scholarship Review Process

1. The CMAA Connecticut Chapter scholarship selection committee will review all complete applications received and make its recommendations to the CMAA Connecticut Chapter Board of Directors for approval. **The selected winner will be notified on or about November 8, 2024.**
2. While not mandatory, the scholarship winners are strongly encouraged to attend the CMAA Awards & Scholarship dinner on November 21, 2024, at The Aqua Turf Club in Southington, CT. The selected student will be recognized at the event.

CMAA Connecticut Chapter Selection Criteria

The CMAA Connecticut Chapter scholarship selection committee will consider the following in selecting the winner of the scholarship:

- Academic performance: 40%
- Quality of essay on future plans and scholarship interest: 20%
- Recommendation of faculty advisor: 15%
- Extracurricular activities: 25%
- BONUS: Student member of CMAA: 5%

Helpful Hints

- **All sections of the application, including the Application Checklist, must be completed in full and submitted electronically.** An application submitted missing any of the sections and without a signature will be disqualified from consideration.
- **The response to the essay must be typed.** Be sure to check spelling and grammar carefully. Please remember that your application will be scanned and disseminated to the selection committee electronically; presentation is important. Any essay submitted using ChatGPT or similar will not be considered.
- **The subject line of your email when submitting should include your last name and school name. Please submit one email with all completed sections of the application,** in one PDF document, including the transcripts but not the Advisor's portion as that is sent by your Advisor directly to scholarship@ctcmaa.starchapter.com. Applications received with several individual pieces will be returned for consolidation.
- Please keep a copy of your complete application package and request proof of electronic delivery. The returned proof of delivery will serve as verification that your application has been received. No additional notification will be provided.



- Good luck!



Scholarship Application Checklist

To be considered for a CMAA Connecticut Chapter scholarship, you must complete the following checklist and include it with the application submission, which is to be forwarded electronically as one PDF document with the exception of the Advisor's portion.

- Completed all sections of the application packet, including:
 - General Information
 - Academic Information, including Current Academic Schedule
 - Included an official transcript from each school attended for undergraduate and/or graduate credit, in plenty of time to meet the application submission deadline.

Please supply the following information related to transcripts:

School Name(s)	Date of Transcript Request
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_____	_____
_____	_____
_____	_____
_____	_____

- Extracurricular Activities
- Employment (If applicable)
- One Essay on Future Plans and Scholarship Interest

- Distributed the evaluation/recommendation form to your academic or faculty advisor and let your advisor know the completed form and one-page statement must be submitted directly to the CMAA Connecticut Chapter electronically by midnight, October 25, 2024.
- Proofed the spelling, grammar, and the presentation of the application. Signed and dated the application package.
- Made a copy of the completed application package.
- Emailed the application by midnight, October 25, 2024, with your last name and school name in the email subject line.
- Obtained electronic proof of delivery.



General Information

First Name	
Last Name	
Birth Date	
Permanent: Street Address	
City	
State/Province	
Postal Code	
Country	
Phone Number	
Email	
Current College/University: Name	
School Address	
City	
State/Province	
Postal Code	
Phone Number	
CMAA Member?	Yes <input type="checkbox"/> No <input type="checkbox"/>
CMAA Regional Chapter Affiliation	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, provide name:
CMAA Student Chapter Affiliation	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, provide name:
CMIT?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Previous CMAA Foundation Scholarship Recipient?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, when?



Academic Information

Student Classification for Which You Are Seeking This Scholarship?	Undergraduate	Graduate
Student Classification at Time of Application, i.e. 3 rd year undergraduate, 1 st year graduate		
Type of Degree Sought, i.e. BS, MA		
Anticipated Graduation Date		
Cumulative GPA		
Major Field of Study		
GPA in Major (if applicable)		
Minor (or Concentration) Field of Study		

Please list the names, locations, and dates of enrollment for any other colleges or universities you attended while seeking your current degree.

Please list any academic honors and awards you've received.

Current Academic Schedule and Transcripts

Please attach your current academic schedule. You also must include an official transcript from each school you have attended for undergraduate and graduate credit. For accepted students, you must provide a copy of your college or university acceptance letter, confirmation to the college or university, and your official high school transcripts.

Both items noted above must be scanned from originals or provided electronically. Application packages will not be considered complete unless all information is included in the overall PDF document.



Extracurricular Activities

Please list any extracurricular information you consider to be significant, beginning with the most recent and working back chronologically. Emphasis will be given during judging on activities connected to the Construction Management industry. Do not list every detail about every position or activity. Rather, provide a general sense of your responsibilities and commitment. Attach additional sheets containing other extracurricular activities if necessary.

1. Organization Name	
Activity	
Date Range	
Schedule Commitment	
Description	
2. Organization Name	
Activity	
Date Range	
Schedule Commitment	
Description	
3. Organization Name	
Activity	
Date Range	
Schedule Commitment	
Description	
4. Organization Name	
Activity	
Date Range	
Schedule Commitment	
Description	



Employment

If applicable, please enter information regarding your most recent employment. Attach additional sheets containing other employment if necessary.

1. From (month/year):		To (month/year):	
Company Name			
Address			
Supervisor Name			
Your Position			
Duties			
2. From (month/year):		To (month/year):	
Company Name			
Address			
Supervisor Name			
Your Position			
Duties			
3. From (month/year):		To (month/year):	
Company Name			
Address			
Supervisor Name			
Your Position			
Duties			



Essay

Applicants must submit one original essay addressing both topics, to be considered for a scholarship. Please do not exceed two, typed, single-spaced pages.

1. Future Plans

Please tell us why you are interested in a career in Construction Management.

AND

2. Scholarship Interest

Please explain to the Foundation scholarship committee why you should receive a CMAA Connecticut Chapter scholarship.

Applicant Signature

By submitting this application package for a CMAA Connecticut Chapter scholarship, I certify that the information contained herein is accurate and factual to the best of my knowledge. Also, I acknowledge that all decisions of the scholarship committee are final.

Name: _____ Date: _____



Academic/Faculty Advisor Evaluation Form & Recommendation Statement

NOTE TO THE APPLICANT: Fill in the first portion of this form before giving it to your advisor.

Applicant's Full Name	
College/University Attending	
Advisor's School Affiliation	
Academic or Faculty Advisor's Full Name	

NOTE TO ADVISOR: This application (**due midnight, October 25, 2024**) is not complete without your evaluation of the applicant. You are encouraged to provide frank statements about the applicant's academic competency, achievements and prospect as a future construction manager / architect / engineering professional in a one-page recommendation letter.

Your evaluation is confidential and will not be shared with the applicant. The judges consider your evaluation to be very important. Your letter will make up 15% of the applicant's total score.

How long have you known this student?	
In what capacity?	
How often do you see this student?	
Overall rating of student performance	<input type="checkbox"/> Superior <input type="checkbox"/> Very good <input type="checkbox"/> Good
Overall rating of student character	<input type="checkbox"/> Superior <input type="checkbox"/> Very good <input type="checkbox"/> Good

Advisor's Signature

Name: _____ Date: _____

Once completed, please email this form along with your one-page recommendation letter to scholarship@ctcmaa.starchapter.com. Please indicate the applicant's last name and school in the subject line of your email. Forms must be scanned and emailed.