

# 2016 CIE/USA- Seattle Annual APA Science, Engineering and Technology Scholarship Award Program

## **General FAQ:**

### **Q: What are the scholarship award categories?**

- a. 7<sup>th</sup> graders to 9<sup>th</sup> graders: \$250.00 per award
- b. 10<sup>th</sup> graders to 12<sup>th</sup> graders: \$500.00 per award
- c. Undergraduate College Students: \$600.00 per award

### **Q: What is the application and award schedule?**

News Announcement:	March 15, 2016
Application Period:	April 1, 2016 to June 15, 2016
Awards Announcement:	July 31, 2016
Awards Ceremony:	September 2016 at the CIE/USA-Seattle Annual Gala Award Event

### **Q: What are the award eligibility requirements?**

An applicant must meet the following three qualification criteria:

1. An applicant must be enrolled in accredited public or private schools as a full time student in the *Washington State* as of May 31<sup>th</sup> 2016 and continuously in the fall quarter/semester 2016.
2. An applicant must come from a family with ethnic Asian Pacific background.
3. An applicant must not be a scholarship winner in the immediate previous year and a winner in the same award category.

### **Q: Which award category should you apply for? (For example, if you have early admission to UW.)**

Scholarship category is based on the grade of incoming quarter/semester in fall 2016. All applicants shall continuously keep their full time student status in the fall quarter/semester 2016. If you are early admitted to the UW for the incoming quarter/semester, you must apply for the "Undergraduate College Students" category.

### **Q: How applicants will be judged for the award? What is the award percentage?**

A panel of independent judges will be appointed by the CIE/USA-Seattle to evaluate applicants for possible winners in each award category. Winner to applicant ratio differs each year based on the number of applications received per category.

### **Q: What additional materials that I can submit to increase my chance?**

Additional test scores could be submitted during online application period. Applicant should maximize the Volunteer and Achievement sections of the online application to demonstrate candidate's qualification.

Selecting someone who is familiar with the applicant's achievements to write the recommendation letter is also valuable.

### **Q: Who can I ask for recommendation letter?**

Applicants should request recommendation letters from teachers, employers, or professional organization members the applicant has worked or volunteered for. No recommendation letter from relatives or family members will be accepted.

**Q: How to submit recommendation letter?**

Please download the [Recommendation Letter Template](#) and forward it to your recommendation letter provider. He/she must email the completed letter directly to [ciescholarship@cie-sea.org](mailto:ciescholarship@cie-sea.org) by June 15<sup>th</sup>, 2016 (5pm PDT). Once CIE/USA-Seattle receives the reference letter, a confirmation email will be sent to the provider within 48 hrs and cc the applicant.

**Q: What are the award selection criteria?**

Applicants are graded based on:

a.	Academic achievement	30%
b.	Volunteer and community services	25%
c.	Extracurricular activities or accomplishments (recommendation letter)	25%
d.	Essay	20%

**Q: When do I know if I win or not?**

All applicants will be notified by July 31<sup>st</sup>, 2016 via the e-mail address provided during online application. Award winners will be invited to the CIE/USA-Seattle Award Gala Event to be held in September 2016. The APA Scholarship Award Committee will coordinate with award winners and their families regarding the detailed award process after award notifications.

**Application Process FAQ:**

**Q: What do I do if I cannot finish the application in one time?**

You do not need to complete this application all in one session. By click the “[Save Answers and Resume Later](#)” icon at the end of each page, you will be able to save your partially completed Form by capturing the unique Form URL. You may also choose to have this link emailed to you. By simply click or paste the unique Form URL into a browser, the Form will be reloaded with any fields that had already been filled in. If you make any changes to the Form, you will want to re-save and re-send the Form URL to you.

**Q: How can I change info if I make mistake?**

Applicant can SAVE their online application and return multiple times to enter data. If you are using shared computer, you should close the browser and clear the history after SAVE so others sharing your computer cannot see nor edit your application. No change to data is allowed once the applicant clicks SUBMIT FORM.

**Q: How can I upload / change my file attachment?**

No change to the application is allowed once the applicant has submitted the online application. Applicant can change file attachment as frequent as s/he wants during SAVE stage of the application process. Applicant can simply click “Browse” again and select the replacement file. When using the “Save & Resume” function, files uploaded by the applicants will NOT be saved to the database until the application is submitted. Applicants should not upload files until they are ready to submit.

**Q: What files type can I upload my transcript and test scores?**

Please upload transcripts and test scores in .jpg, .PDF, or Word file formats during online application process.

**Q: What do I do if I only have paper copy of my transcript and test scores?**

Applicant is responsible for scanning supporting documents into .jpg or .PDF file formats.

**Q: If I have a hard copy of transcript or recommendation letter, where I can send the hard copy to?**

No hard copy will be accepted. Applicant is responsible for scanning supporting documents into jpg or PDF file formats and upload during the online application process.

**Q: How do I know if CIE has received my application?**

Upon completion of the online application, a "Successful Submission" webpage will be displayed. In addition, the system will send a confirmation email to the email address provided during application account set-up. Please check the email account provided during online application set-up for confirmation.

**Q: How do I know if my recommendation letter has been received?**

Once CIE receives the recommendation letter, a confirmation email will be sent to the reference provider within 48 hours and cc the applicant. Please check with your recommendation provider directly if you do not receive the confirmation email.