****

**Helen Brett Scholarship Application**

The Helen Brett Scholarship was established by Robert Kolinek, CEM, CMP, and named for his grandmother, Helen Brett, who was a pioneer in the trade show industry. The purpose of the scholarship is to assist individuals who are enrolled in an accredited college, university, junior or technical college with a focus on the study of exhibition and event management. The scholarship serves to promote the exhibitions and events industry by attracting college level students into the field of study and encouraging their pursuit with financial support. Scholarships are awarded competitively based upon pursuit of a degreed major focusing on exhibition and/or event management. If within a hospitality program, the focus of study should be the exhibitions and events industry as determined by the review of the submitted official transcripts.

**The Scholarship includes:**

* Up to $5,000 in tuition assistance
* Consideration will be given for scholarship recipients to have an internship experience at Expo! Expo! IAEE’s Annual Meeting & Exhibition

**Requirements:**

* Must be a **full-time student** enrolled at an accredited college, university, junior or technical college
* Must be enrolled in a degree program focusing on exhibition/event management
* Minimum 3.0 grade point average on 4.0 scale
* Completed Helen Brett Scholarship Application
* Resume
* Two letters of recommendation by faculty and/or from exhibition industry leader
* Official transcript
* One page essay submission (500-1,000 words) on an explanation of your goals and desired roles in the exhibitions and events industry
* Consideration to attend Expo! Expo! in New Orleans, Louisiana, 11-13 December 2018
* All paperwork must be received at the IAEE office by **1** **June.**

**Instructions:**

Submit application and required materials to:

**IAEE**

**Helen Brett Scholarship**

**12700 Park Central Dr Ste 308**

**Dallas, Texas 75251 USA**

**Phone: (972) 687-9202**

**Email: pjohnston@iaee.com**

A selection committee comprised of IAEE Faculty Advisory Task Force members and staff will review and rate the applications, and scholarship awards will be based solely on these ratings. Scholarship recipients will be announced by **1 August**.

****

***The student must complete the following section and the application pages which follow****.* ***(Please type in the shaded boxes)***

|  |
| --- |
| Name:       |
| School:        |
| Current Address:        |
| City/Town:        | State/Province:       | Zip/Postal Code:       |
| Country:       | Current Phone:       |  E-mail:       |
| Anticipated Graduation Date:       |  Overall GPA (on a 4.0 scale):       |
| Number of credits currently enrolled in:       |

|  |
| --- |
| Permanent Address:        |
| City/Town:        | State/Province:       | Zip/Postal Code:       |
| Country:        | Phone:       |
| Signature of Applicant:       | Date:       |

**Instructions:**

This is the only page of the application package on which your name should appear. On all

other pages print your name on the reverse side of the form. Additional materials (transcripts,

letters of reference, etc.) will be “blinded” to remove your name so the selection committee will not

know your identity when reviewing your application.

**Required Documents**: (All must be submitted together in one envelope)

[ ]  Completed scholarship application

[ ]  College, university, junior or technical college-issued official transcript

[ ]  Essay submission

[ ]  2 letters of recommendation from non-family members (Must be submitted with the

 application in a sealed envelope -- author’s signature must be included on the seal.)

[ ]  Resume

**Return to:**

**IAEE**

**Helen Brett Scholarship**

**12700 Park Central Drive, Suite 308**

**Dallas, TX 75251 USA**

**All applications must be received by 1 June.**

****

**HELEN BRETT SCHOLARSHIP**

**APPLICATION FORM**

**DO NOT WRITE YOUR NAME ON THIS SIDE OF SHEET**

**PRINT YOUR NAME ON THE REVERSE SIDE**

1. Names and addresses of secondary school(s) attended:

|  |  |
| --- | --- |
| School Name:        | Street Address/PO Box:       |
| City/Town:        | State/Province:       | Zip/Postal Code:       |
| Country:        | Grades Attended: [ ] 9 [ ] 10 [ ] 11 [ ] 12 |
| Graduated: [ ] YES [ ] NO |

|  |  |
| --- | --- |
| School Name:        | Street Address/PO Box:       |
| City/Town:        | State/Province:       | Zip/Postal Code:       |
| Country:        | Grades Attended: [ ] 9 [ ] 10 [ ] 11 [ ] 12 |
| Graduated: [ ] YES [ ] NO |

2. Names and address of college or university now attending:

|  |  |
| --- | --- |
| Name of College/University:        | Street Address/PO Box:       |
| City/Town:        | State/Province:       | Zip/Postal Code:       |
| Country:        | Presently enrolled as: [ ] Freshman [ ] Sophomore  [ ] Junior [ ] Senior  [ ]  Other, please specify       |

3. Are you a full-time student? [ ]  YES [ ]  NO **(If awarded the scholarship, you will be asked to provide an official copy of your schedule to document full-time status.)**

4. Grade point average (college work to date or high school GPA if a freshman):

 **(an official copy of transcript must accompany this application form)**

5. List your extra-curricular activities, both in and out of school, and the years of participation:

6. List positions of leadership you have held, both in and out of school (e.g. Scouts, Church, YMCA,

 Community Groups, etc.):

7. List awards and honors you have received in both academic and extra-curricular activities:

8. If your experience includes paid or voluntary work, list the job title, the average number

 of hours worked per week, and the dates of employment:

9. Describe your career goals and what areas of exhibition management you would like to specialize in:

10. If considered for an internship, will you be able to attend Expo! Expo! 11-13 December 2018, in New Orleans, Louisiana USA?

 *(Airfare and hotel accommodations are provided by the CEIR Foundation)*

 [ ]  Yes [ ]  No

11. List any industry association membership you are involved with (e.g. IAEE, MPI, PCMA, etc.)

12. **Essay Question:** On a separate sheet of paper, provide a one page essay (500-1,000 words)

 answering the following question:

***Helen Brett Scholarships are awarded to individuals who are exploring the study of exhibition management with the end goal of advancing their career in this field. Why do you think you should be considered for this scholarship and in what ways do you meet these eligibility criteria?***