

UTSA College of Architecture, Construction and Planning

Scholarship Application Form

2015-2016

Instructions for Architecture, Interior Design, and Urban & Regional Planning students

Architecture, Interior Design, and URP application packages must include the following components:

(1) CACP Scholarship Application Form

(2) Positions Essay: 300-500 word statement that describes your position on key issues in architecture, urban planning, and/or design. Applicant should be able to view himself/herself within established discourses in the discipline, identify architectural, urban, or design problems, and define a position based on this context.

(3) Faculty Recommendation Form (one) from a faculty member in the CACP

(4) Discipline-specific component:

- a) Architecture and Interior Design students (**B.S. Arch, B.S. IDE, M.Arch 2 and M.Arch 3**) are required to submit a **Digital Portfolio Sample**. *This is defined as a sample of recent design work (i.e. studio project presentations) and cannot be more than two pages of content (8.5 x 11). Bear in mind that the work shown should be representative of your best work and demonstrate the depth of your skills. The digital portfolio sample should be emailed to nicole.chavez@utsa.edu along with the rest of the required components in the application package.*
- b) **M.S. Arch** and **M.S. URP** students are required to submit **1-2 Writing Samples** that coherently illuminate architectural and/or urban issues. *Appropriate writing samples include clearly structured research papers, professional reports, book reviews, and analytical essays. Each writing sample must be accompanied by a one paragraph (maximum) summary for it to be considered. The writing sample(s) should be emailed to nicole.chavez@utsa.edu along with the rest of the required components in the application package.*

M.S. Arch and M.S. URP students are not required to submit Digital Portfolio Samples in their application packages. B.S. Arch, B.S. IDE, M.Arch 2 and M.Arch 3 students are not required to submit Writing Samples in their application packages.

Most scholarships require students to be enrolled full-time. To be considered full-time, undergraduate students must be enrolled in 12 credit hours per semester and graduate students must be enrolled in 9 credit hours per semester.

General information for all CACP scholarship applicants:

Applicants will be considered for all available scholarships for which the student is eligible. Students do not apply for individual scholarships but, for informational purposes, the list of all available scholarships can be found in the scholarships section of the CACP website:

<http://cacp.utsa.edu/students/category/scholarships/>

The dollar amounts of each scholarship are subject to change. Scholarships are non-renewable; they must be applied for each academic year.

As a condition of receiving a scholarship, recipients will be required to attend the CACP Scholarship and Awards Banquet, which will take place in the 2015 fall semester. In addition, recipients will be required to submit "Thank you" letters, a signed Acceptance Form, and a Biographical Information Form. The specific date and time of the banquet will be announced at a later date. Contact the Office of the Dean for more information.

Complete application packages are due by email to Nicole Chavez, Development Associate in the CACP Office of the Dean, before 5 p.m. on February 13, 2015. Incomplete applications or incomplete application packages will not be considered. Application packages must be submitted by email to nicole.chavez@utsa.edu.

Applicant Contact Information	
Last name	
First name	
Middle name	
Banner ID #	
Mailing address	
Email address	
Phone number	

CACP faculty member providing recommendation form: _____

Applicant's enrollment status. Select below:

Undergraduate student

B.S. Architecture degree program

- B.S. Interior Design degree program
- Graduate student
- M. Arch degree program
- M.S. Arch degree program
- M.S. URP degree program

Applicant's expected date of graduation (Month/Year):

Month

Year

Is the applicant enrolled in a CACP Graduate Certificate program? Select program below in which the applicant is enrolled:

- Historic Preservation
- Urban and Regional Planning

Select below all student professional organizations in which the applicant is a member:

- AIAS member
- HPA member
- IIDA member
- UPSA member
- USGBC member

Hometown (for applicants who graduated from a high school in Texas ONLY)	
City	
County	
Name of high school	

If the applicant is planning to study abroad during the 2015-2016 academic year, indicate proposed study abroad program and semester below:

- Urbino, Italy: Fall 2015
- Barcelona, Spain: Fall 2015
- Urbino, Italy: Spring 2016
- Paris, France: Summer 2016 (opportunity available with adequate enrollment)

Other (please explain): _____

CACP Use Only

Date and time application package was received in the Office of the Dean: _____

The following were received as a part of the application package:

- Positions Essay
- One Faculty Recommendation Form from a faculty member in the CACP
- Digital Portfolio Sample
- Writing Samples

Was the applicant awarded a Scholarship?

Indicate the name/s of the scholarship/s and amount/s awarded by the Scholarship Committee:

(1) _____

(2) _____

(3) _____

Name of person who validated the information stated above: _____

Comments: _____

PRIVACY NOTICE: with a few exceptions, you are entitled to be informed about the information UTSA collects about you. Under section 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review this information. Under section 559.004 of the Texas Government Code, you are entitled to have UTSA correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in the University of Texas Business Procedures Memorandum 32. The information the UTSA collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government Code) and rules. Different types of information are kept for different periods of time.