

COMTO North Texas Chapter Scholarship Application 2022-2023



COMTO North Texas Chapter
P. O. Box 130896
Dallas, TX 75313-0896

Scholarship Program Information

The Conference of Minority Transportation Officials (COMTO) North Texas organization supports the advancement of minority students who are pursuing a career in transportation and want to impact their communities in their chosen careers and professions. We will award multiple scholarships for the 2022-2023 academic year to students who are seeking a career in a transportation-related field. (The scholarship award may be used for tuition, fees, books and/or room and board expenses). A field of study for transportation-related degrees may include Accounting, Architecture, Business Administration, Communications, Construction Science, Criminal Justice, Education, Engineering, Environmental Science, Finance, Information Technology, Law, Logistics, Management, Marketing, Political Science, Public Administration, Social Work, Sociology, Supply Chain Management, Transportation Management, and Urban Planning. To be eligible, the applicant must be a U.S. citizen or permanent resident, and a minority high school senior in the Dallas/Fort Worth region at the time of the application's submission. **College students are not eligible to apply.**

Scholarship Awards Process

COMTO North Texas will award a check for the scholarship amount made payable to the student and will be sent directly to the institution to which the student will be attending. The recipient must provide COMTO with a copy of his/her college enrollment registration along with the address of the school's financial aid officer prior to the check being mailed. The student must provide his/her student account number with this information. The scholarship must be used during the 2022-2023 academic year or any remaining funds will be forfeited. **Under no circumstances will the payment be given directly to the scholarship recipient.**

Eligible applicants must meet the following requirements:

1. Be a minority graduating high school senior in the Dallas/Fort Worth region entering an accredited college or university in the year the scholarship is awarded. Scholarships are awarded only to those who graduate from high school in the calendar year in which scholarships are presented.
2. Be currently enrolled, in good standing and maintaining at least a 2.5 grade point average (unweighted) by the end of the 2022 Fall Semester.
3. Complete the entire COMTO North Texas application process by the designated deadline.

To be considered, the scholarship application form MUST BE COMPLETED in its entirety and MUST INCLUDE ALL accompanying documentation. The completed application must be emailed by Monday, April 24, 2023 at 11:59 pm CST.

EMAIL COMPLETED APPLICATION TO:

amanda.comtonorthtexas@gmail.com

c/o Amanda Smith
Vice President of Scholarships
COMTO North Texas Chapter

Scholarship Application Guidelines and Instructions

- ❖ The application shall be considered complete when all required documents are submitted by the deadline. The official high school transcript shall not be included with the applicant's submission but shall be submitted separately via email by the high school's authorized official.
- ❖ Completed scholarship application form to include signature. **MUST BE LEGIBLE.**
- ❖ (3) Essays (maximum of 500 words for each essay topic). Please refer to Page 4 for more details.
- ❖ Submit a Video (30 seconds to 2 minutes in length)
- ❖ Two (2) Letters of Recommendations on official letterhead from any of the following: a teacher, counselor, academic advisor, administrator, clergy, community leader, an employer or community organization where you have worked or volunteered. Recommendation letters from family members will **not** be accepted.
- ❖ Extracurricular Activities and Clubs.
- ❖ Community Service and Honors & Awards.
- ❖ Graduation Photo (not proofs) or recent head shot suitable for printing in a brochure.
- ❖ Official High School Transcript (stamped and signed by an authorized school official) shall be sent separately via email by your high school's authorized official.

Note: If selected, the applicant shall be notified to participate in an interview during the first week of April 2023.

AWARDING OF SCHOLARSHIPS:

Scholarships recipients will be honored at a COMTO Scholarship Reception. More details will follow. All scholarships will be disbursed to the school upon official verification of enrollment for the 2022-2023 school year. This should be in the form of an official class roster or letter from the registrar. You must also submit the Bursar's mailing address, telephone number and your student account number.

Application deadline: Must be emailed by Monday, April 24, 2023 at 11:59 pm CST. No exceptions will be made for a late or incomplete application, so please be sure to follow all instructions carefully as follow-up calls will not be made for an incomplete application.

Email the completed application to: amanda.comtonorthtexas@gmail.com
c/o Amanda Smith
Vice President of Scholarships
COMTO North Texas Chapter

Scholarship Application Rules and Guidelines

INSTRUCTIONS: The COMTO North Texas Scholarship program rules and instructions are provided below.

1. (3) Essays

Write an essay for each of the topics listed below (maximum of 500 words for each essay topic). Each essay shall be separate with the topic title displayed at the top of the page, typewritten using Times Roman size 12 font. The applicant's first and last name, email address and telephone number shall be placed in the upper right corner of each essay.

COMTO

What is COMTO? Describe how the organization will assist in making a positive difference in your education and accelerating your progress into impactful leadership roles and opportunities in the community and beyond.

CAREER GOALS

What are your goals and aspirations after high school? What do you hope to accomplish in your future career in transportation? Explain why you are an excellent candidate for this scholarship.

ADVERSITY

Describe some of the difficult challenges that you have experienced. How did you overcome those challenges and what did you learn from those experiences? What else you would like to tell the Scholarship Committee to help us make decision about your scholarship application.

2. Video

Submit a video (30 seconds to 2 minutes in length) without music or background interference. You may not include inappropriate language, i.e., obscenity, derogatory or crude language of any ethnic, racial, gender, religious, professional or age group. The video may be produced in a MP4, MPEG, MOV, AVI or WMV format on a phone, computer, tablet, or any other MP4 video-enabled camera.

These questions shall be addressed:

- What is your dream and how are you pursuing it today?
- How do you plan to achieve your dream through your educational goals?
- How will you make a difference in your community through your dream?

3. Extracurricular Activities and Clubs

Document the extracurricular activities and clubs that you have participated in during the past four years.

4. Community Service and Honors and Awards

Document the community service projects that you have participated in during the past four years, and document the honors and awards received.

5. Two Letters of Recommendation

Letters must be on official letterhead with their contact information and may be provided by a teacher, counselor, academic advisor, administrator, clergy, community leader, an employer or community organization where you have worked or volunteered. The individual submitting the letter should state how he or she knows you and your ability to benefit from the scholarship. Recommendation letters from family members will **not** be accepted.

6. Graduation Photo or Head Shot

Submit a graduation photo (not proofs) or recent head shot suitable for printing in a brochure.

7. Transcript

Submit an official high school transcript (stamped and signed by an authorized school official) shall be sent separately via email by your high school's authorized official. Please see Page 9 for details.

Note: The applicant should email the scholarship application and required documents to the COMTO North Texas Scholarship Committee Chair by the deadline, **Monday, April 24, 2023 at 11:59 pm CST**. Incomplete or late submissions will not be considered.

Scholarship Application Form

First Name: _____ Middle Initial: _____ Last Name: _____

Date of Birth: _____ Email Address: _____

Home Address: _____

Telephone: _____ High School: _____

Ethnicity: _____ Gender: _____

List any other high schools attended and GPA:

| | |
|-------------|------------------|
| High School | GPA (Unweighted) |
| _____ | _____ |

College and/or other higher educational institution registered for the 2023 Fall Semester (if known):

Career Goal: _____

Awards and Honors (attach list, if needed): _____

Community Service, including number of years and position held (attach list, if needed):

Other scholarships or sources of financial assistance that you have received or have been awarded for 2022-2023 _____

Certification: I certify the information in this application is accurate and complete to the best of my knowledge. I also understand the decision of the COMTO North Texas Scholarship Committee is final.

Scholarship Applicant Signature: _____ **Date:** _____

Extracurricular Activities and Clubs

| Extracurricular Activities List the extracurricular activities that you have participated in during the past four years. | Number of Years Involved | Highest Position Held |
|--|---------------------------------|------------------------------|
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| | | |
| Clubs List the clubs that you have participated in during the past four years. | Number of Years Involved | Highest Position Held |
| | | |
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| | | |
| | | |
| | | |

The signature below certifies the above information is true and accurate.

 Scholarship Applicant Signature

 Date

Community Service and Honors and Awards

| Community Service List the community service projects that you have participated in during the past four years. | Number of Years Involved | Highest Position Held |
|---|---------------------------------|------------------------------|
| | | |
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| | | |
| Honors and Awards List the honors and awards that you have received during the past four years. | Organization | Year(s) |
| | | |
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| | | |
| | | |

The signature below certifies the above information is true and accurate.

Scholarship Applicant Signature

Date



Request Form – Official Transcript

INSTRUCTIONS: The applicant must submit this form to their respective academic advisor. The application will not be considered complete unless all required documents (including the official transcript) has been received by the Scholarship Chair.

The student listed below is applying for the North Texas Chapter of the Conference of Minority Transportation Officials (COMTO) Scholarship Program. The official school transcript (stamped and signed by an authorized school official) shall be sent via email with a Cumulative Grade Point Average directly to:

amanda.comtonorthtexas@gmail.com

**c/o Amanda Smith
Vice President of Scholarships
COMTO North Texas Chapter**

SCHOLARSHIP APPLICANT NAME _____

AUTHORIZED OFFICIAL'S FULL NAME _____

ADDRESS _____

CITY _____ **STATE** _____ **ZIP CODE** _____

EMAIL _____ **TELEPHONE** _____

_____ High School currently enrolled (academic, technical, or vocational)

OFFICIAL TRANSCRIPT MUST BE EMAILED BY MONDAY, APRIL 24, 2023 at 11:59 PM CST.

**COMTO North Texas Scholarship Photo and Video Submission
"Authorization"**

I, _____, understand that if I am selected for a scholarship, the Conference of Minority Transportation Officials North Texas Chapter, seeks permission to use the photo and video or portions thereof in connection with publicizing and promoting the COMTO Scholarship program.

I hereby authorize COMTO to copy, exhibit, publish and/or distribute the Submission (or any portions of the Submission) through COMTO's social media channels, websites, and any other medium to publicize the COMTO Scholarship. COMTO does not need to submit its proposed uses of the Submission to me for prior inspection or approval.

I hereby represent and warrant that I am at least 18 years of age, have read and understood this Authorization, and that this Authorization does not imply or promise that I will be selected as a finalist or winner of the COMTO Scholarship.

First and Last Name: _____

Email: _____ **Telephone:** _____

Scholarship Applicant Signature: _____

Date: _____

TO BE SIGNED IF APPLICANT IS UNDER 18 YEARS OLD:

I am the parent or guardian of the minor named above. I have the legal right to consent to and do hereby consent to the terms and conditions of this Authorization.

First and Last Name: _____

Email: _____ **Telephone:** _____

Parental Signature: _____

Date: _____

SCHOLARSHIP APPLICATION CHECKLIST

Scholarship Applicant Name: _____

_____ **COMPLETED APPLICATION WITH SIGNATURE**

_____ **(3) ESSAYS (Maximum of 500 for each Essay Topic)**

_____ **(1) VIDEO (30 seconds to 2 Minutes in length)**

_____ **EXTRACURRICULAR ACTIVITIES & CLUBS WITH SIGNATURE**

_____ **HONORS AND AWARDS WITH SIGNATURE**

_____ **TWO LETTERS OF RECOMMENDATIONS ON OFFICIAL LETTERHEAD**

_____ **PHOTO (Graduation Photo or Head Shot)**

_____ **REQUEST FOR OFFICIAL TRANSCRIPT**

Official Transcripts shall be sent directly by your school's authorized official via email to: amanda.comtonorthtexas@gmail.com

Please complete and submit the completed application and required documents by the deadline: **Monday, April 24, 2023 at 11:59 pm CST.**

EMAIL TO:

amanda.comtonorthtexas@gmail.com

c/o Amanda Smith

Vice President of Scholarships

COMTO North Texas Chapter

All questions and inquiries regarding this scholarship program should be emailed to:

amanda.comtonorthtexas@gmail.com