

THE ASID MINNESOTA CHAPTER SCHOLARSHIP FUND

A scholarship fund of Minnesota Community Foundation
55 Fifth Street East, Suite 600, Saint Paul, Minnesota 55101
651.224.5463 (main) · 800.875.6160 (toll free)

INFORMATION SHEET

The ASID Minnesota Chapter Scholarship Fund is intended to encourage professional development in the field of Interior Design by providing scholarships to persons accepted in designated four-year Interior Design programs. Up to \$2,000 will be awarded to student(s) demonstrating design ability and potential to contribute to the profession.

ELIGIBILITY

- Application is open to students who will be enrolled full-time or part-time in the upper division (junior or senior year) of a four year Interior Design program at: 1) the University of Minnesota, Minneapolis/St. Paul; 2) South Dakota State University; 3) North Dakota State University; or 4) the University of Wisconsin, Stout, during the upcoming academic year. Students graduating at Fall Semester of the upcoming year are also eligible.
- The applicant must demonstrate a B average (3.0 GPA on a 4.0 scale) or better in all major requirements of his/her pre-interior design program.
- The following application materials must be submitted by, or on behalf of the applicant: 1) Scholarship Application Form, 2) Recommendation Form, 3) Official Transcripts of all post-secondary education, 4) Personal Statement of career objectives, and 5) Design Portfolio* of no more than two completed projects (see Scholarship Application Form for description of materials required).

* **Note:** Minnesota Community Foundation is not responsible for maintaining the materials submitted, or for any loss or damage to the materials, either while in transit or while in its custody.

- Once an applicant has received an ASID Minnesota Chapter Scholarship Award, he/she is eligible to reapply for scholarship aid for up to one additional academic year in which he/she remains a student in one of the designated four-year Interior Design programs.
- Renewal of an ASID Minnesota Chapter Scholarship Award will be subject to the applicant maintaining a B average (3.0 GPA) or above during the previous academic year and resubmitting application materials. Renewal is not assured, however.
- All awards are made without regard to race, creed, color, sex, religion or national origin.

SELECTION

- The ASID Minnesota Chapter Scholarship Fund Advisory Committee reviews all scholarship materials and makes recommendations to Minnesota Community Foundation regarding the annual scholarship recipient.
- Preference is given to students who have demonstrated outstanding design potential and creativity (50%), leadership and potential to contribute to the profession (40%), and strong academic performance (10%).

(over)

APPLICATION PROCEDURES

- Submit the attached Scholarship Application Form **postmarked no later than the third Friday in April**. All materials should be neatly typed, and any supplementary materials should be clearly labeled and attached to the Scholarship Application Form.
- Ask a faculty member or employer to complete the attached Recommendation Form, requesting that the individual providing the recommendation submit the form as outlined and **postmarked no later than the third Friday in April**.

Both the Scholarship Application Form and Recommendation Form should be sent to:

The ASID Minnesota Chapter Scholarship Fund of
Minnesota Community Foundation
55 Fifth Street East, Suite 600
Saint Paul, Minnesota 55101
651-224-5463 (main) · 800-875-6160 (toll free)

- Deliver your Personal Statement and Design Portfolio materials to Minnesota Community Foundation **on or before the third Friday in June** and arrange for them to be picked up by August 1st. Each piece should be clearly labeled with the applicant's name, address and telephone number plus additional relevant information noted on the portfolio description.

Additional information may be obtained from Yer Chang, Minnesota Community Foundation, 651-325-4202, yc7@mncommunityfoundation.org.

AWARD AND PAYMENT

Scholarship recipient will have the opportunity to shadow a designer for a full day on the day of the award banquet.

The scholarship award is designated for tuition and fees. The scholarship check will be made payable to the enrolling educational institution and mailed in August/ September to the financial aid office or its equivalent.

IMPORTANT DATES

- **Third Friday in April:** Postmark deadline for receipt of Scholarship Application and Applicant Recommendation Form by Minnesota Community Foundation.
- **Third Friday in June:** Deadline for receipt of Personal Statement and Design Portfolio by Minnesota Community Foundation.
- **By August 1st:** Award recipient notified by mail.

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SCHOLARSHIP APPLICATION FORM

To be completed by the applicant and submitted to The ASID Minnesota Chapter Scholarship Fund of Minnesota Community Foundation. All application materials should be typed and any supplementary materials must be clearly labeled and attached to this application. **In addition**, the Personal Statement and all Design Portfolio materials must be shipped or delivered to Minnesota Community Foundation. Each piece should be clearly labeled with the applicant's name, address and telephone number plus additional relevant information noted in the Design Portfolio description.

The completed Scholarship Application Form, Recommendation Form and official transcripts must be postmarked **on or before the third Friday in April**. The Personal Statement and all Design Portfolio materials must be received by Minnesota Community Foundation **on or before the third Friday in June**.

APPLICANT DATA

1. Name: _____ S.S.#: _____

2. Home Address _____

Street _____ City _____ State _____ Zip _____

3. Telephone Number: () _____

4. School Address if different from above:

Street _____ City _____ State _____ Zip _____

5. School Telephone Number: () _____

6. Work Telephone Number: () _____

SCHOOL DATA

1. Intended college/university for next fall:

Name

Street _____ City _____ State _____ Zip _____

2. Year in school next fall: _____

3. Current college/university* (if different from above):

Name

Street City State Zip

4. Other post-secondary education* (attach additional sheet, if necessary):

Name

Street City State Zip

Dates of Attendance

Name

Street City State Zip

Dates of Attendance

* **Note:** Official transcripts of all post-secondary education must be forwarded to Minnesota Community Foundation by the educational institution. Transcripts should indicate acceptance in the upper division of a designated four-year Interior Design program.

APPLICANT PROFILE (Attach additional sheets for questions 1-4 if needed):

1. Professional/academic achievement - list honors/awards received and/or offices held during the previous two years:

Honor/Award/Office Held	Reason for Honor/ Awarding Institution	Date
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2. Paid work experience (full or part-time) - list work experience during the previous two years:

Employer	Job Description	Dates	Hours/week
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3. Volunteer experience - list volunteer service during the previous two years:

Organization	Activity	Dates	Hours/week
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4. Other activities:

RECOMMENDATION FORM

Have a faculty member or employer complete the Recommendation Form and return it to The ASID Minnesota Chapter Scholarship Fund, Minnesota Community Foundation, 55 Fifth Street East, Suite 600, Saint Paul, Minnesota 55101. Recommendations must be received or postmarked **by the third Friday in April**.

PERSONAL STATEMENT

Submit a statement (not to exceed one typewritten page) of your professional career objectives. Highlight your leadership abilities and the strengths you can bring to the profession. The Personal Statement must be received or postmarked by **the third Friday in June**.

DESIGN PORTFOLIO

Submit materials demonstrating design expertise and creativity to Minnesota Community Foundation **by the third Friday in June**. Such materials must be high quality visual representations of individual work. Original boards and drawings are preferred. Reproductions should be very high quality, at least 11" x 17". Consider the selection committee as your client. Submittal must be a minimum of two completed project(s) including, but not limited to 1) a copy of project assignment or problem statement as presented by the course instructor, 2) material and finish color sample boards, 3) presentation boards demonstrating planning and drafting skills, 4) lighting and power plans, and 5) renderings, if available. Indicate the date the materials were prepared.

SIGNATURE

Your signature at the end of this application authorizes Minnesota Community Foundation and the ASID Minnesota Chapter Scholarship Fund Advisory Committee to examine your academic and personal records, and certifies the accuracy of the information you have provided and that all supplementary materials submitted (except transcripts and recommendations) are the original work of the applicant. If you are selected to receive a scholarship, your signature on this application also gives the Minnesota Community Foundation permission to post your name as a recipient of the ASID Minnesota Chapter Fund Scholarship on its web site listing of scholarship winners. **Unsigned applications will not be considered.**

Applicant Signature

Date

Applicant Name (please type or print in full): _____

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APPLICANT RECOMMENDATION FORM

To be completed by a faculty member or employer and returned by **the third Friday in April.**

Name of Applicant: _____

Please describe the applicant's character, leadership abilities, ambition to succeed, and potential for success in the field of Interior Design. Since an applicant supplies only one recommendation, your cooperation in providing this information is important to the selection process. You may use both sides of the page, if necessary. Please complete the identifying information at the bottom of this form.

Signature: _____

Title: _____

Relationship to Applicant: _____

Business/School/Home Address: _____

City	State	Zip
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Telephone Number: () _____

Area Code	Number
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