



ASME Rail Transportation Division

<http://divisions.asme.org/RTD/>

Dear Academic Partner,

RE: ASME Rail Transportation Division Undergraduate Student Scholarship – Terrey Hawthorne Memorial Scholarship Fund

Each year, the Rail Transportation Division of The American Society of Mechanical Engineers (ASME RTD) hosts the Joint Rail Conference, the world's premier rail transportation technology conference. This event gives rail industry stakeholders the opportunity to exchange ideas and publish peer-reviewed technical publications addressing some of the most critical rail transportation challenges currently facing the industry.

The ASME RTD recognizes the immense importance of encouraging engineering student interest in the rail industry, as there is an increased need for highly skilled individuals capable of addressing freight and passenger rail challenges of the future. In an effort to meet this critical need, the ASME RTD is offering the Undergraduate Student Scholarship, which gives undergraduate students the opportunity to participate in and attend the ASME Joint Rail Conference in order to network with rail industry professionals, engineering faculty, and their peers. The scholarship also enables undergraduate students to expand their knowledge of rail research, technical advancements, as well as current and future industry needs.

ASME RTD – Terrey Hawthorne Memorial Scholarship Fund

The ASME RTD Undergraduate Student Scholarship award is \$850 USD. Awards are made payable to the student's U.S. college/university to fund expenses for the student to travel to and attend the conference. The scholarship may be used to pay for travel-related expenses such as airfare, train, rental car, taxi, hotel, etc. In addition, the scholarship covers reimbursement for the student full conference registration fee, which includes meals provided during the conference. The student receiving the scholarship award will arrange for payment of the student full conference registration fee at the time of registration. In addition to the \$850 USD award for reimbursement of travel-related expenses to attend the conference, one student will be selected to receive an additional award for "Best Essay" based on the quality of his or her essay. Details of the award will be provided during the conference banquet where the award will be presented.

Scholarship requirements are as follows:

- The student must be enrolled full-time and attending a U.S. college or university.
- The student must be enrolled in an undergraduate engineering program at their university, college, or technical college.
- The student must be of Junior or Senior status.
- The student must submit a minimum 250-word essay outlining why they should be selected to attend the conference and what they hope to gain through attendance (or what the student could contribute to the rail industry). Or, alternatively, a minimum 250-word essay can be submitted that suggests a solution to a real-world rail industry problem. **Note:** *If you are an undergraduate student who has submitted an ASME technical paper for the conference, you are not required to submit an essay, but you are required to submit the undergraduate application to be considered for the undergraduate scholarship. If your technical paper is accepted and you are awarded the scholarship, the award will be in the amount of \$850.00 USD.*

- The student must complete and return the ASME RTD Undergraduate Student Scholarship application and essay to rtdscholar@gmail.com by the deadline specified.
- The student must receive written notification from the ASME RTD Scholarship Committee indicating award of the scholarship.
- In order to be issued the scholarship, the student must be registered for the full conference as a student and must provide a completed Request for Taxpayer Identification Number and Certification Form (W-9) in PDF format for his/her college/university. The completion of the form is required for tax purposes and will need to be returned to the Scholarship Program Chair by the deadline specified. **Note:** *W-9 Forms are not requested until after the scholarships have been awarded and should indicate college/university tax information not the applicant's tax information. In addition, only one W-9 Form should be submitted per college/university.*

Additional scholarship details are as follows:

- Scholarships will be awarded on a first-come first-serve basis.
- Scholarships will be awarded based on completion of the student application requirements and ability to effectively address the selected essay topic provided.
- Although it is not a requirement, the student is encouraged to attend the ASME Joint Rail Conference banquet at which he/she will be recognized as a scholarship recipient.
- Scholarship awards will not be made payable to individual students. One scholarship check will be made payable to and mailed to the student's college/university following the ASME Joint Rail Conference once conference attendance is confirmed. The supervising professor will be responsible for distributing the funds accordingly. If there are multiple scholarship awardees from the same college/university, one check for the sum of all award amounts will be made payable to the college/university.
- A student who receives a scholarship will be eligible for another scholarship at the next conference; however, students who did not receive a scholarship will be given priority at the next conference.
- Excess funds of the scholarship will be retained by the university. Those funds are recommended to be used for the following items:
 - Travel funds and registration for other students to attend the same or different ASME RTD conference.
 - Donation to university ASME chapter.
 - New or renewal membership dues for university ASME student members.
- The ASME RTD reserves the right to refuse scholarships for any just reason including suspected abuse of scholarship funds or suspension of scholarship program.
- The ASME RTD Executive Committee will evaluate the scholarship program each year for effectiveness, participant feedback, and available funding.

Should you have any questions regarding the outlined scholarship, please feel free to contact me directly via email at rtdscholar@gmail.com or via phone at (202) 493-6358.

For inquiries regarding scholarship disbursements, please contact Mary D. Jakubowski at jakubowskim@asme.org.

Respectfully,



Ms. Monique Ferguson Stewart
ASME RTD Scholarship Program Chair

