

# Eligibility, Requirements & Tips for Application Completion



- **Students who demonstrate a high level of financial need**

- **Part-time status**

Part-time eligibility applies to students enrolled at a community college/2-Year technical college, and associate degree programs.

- **International students (studying outside the USA)**

- An ASME Section must be active in the local region;
- Students must be enrolled full-time;
- Enrolled in an ABET or Regionally/ Nationally accredited program

- **Full-time students (in last year of graduation) can be part-time**

ME/MET students enrolled full-time in a college or university during an academic year.



# Eligibility, Requirements & Tips for Application Completion



## Required DOCUMENTATION

- **Submit a transcript from your college/university**
  - Undergraduate Transcript
  - Transcript from previous degree program (if previous degree completed)
- **Demonstrate financial need by providing information on you and your family's finances.**
  - Copy of your FAFSA Student Aid Report (US applicants only - optional)
  - Cost of attendance documentation (only required if information not available online)
- **Submit Acceptance/Enrollment**  
Documentation for the upcoming academic year (applicants transitioning into new programs only)
- **Submit Copy of government-issued**  
Photo ID (US applicants) or passport picture page (international applicants)



# Eligibility, Requirements & Tips for Application Completion



- **Preparation**

Set aside time to prepare your application in order to submit a comprehensive and well thought out application as it relates to obtaining a ME/MET degree.

- **Prevent missing out on important emails.**

Approve email address, ASME.University@applyISTS.com, to receive notifications from ISTS to keep important details and information successfully reaching your email inbox.

- **Manage your time...Bookmark your application for easy access**

- Review the application and decide what you can complete and then write down the items you will need next time you come back into the application. This will make the process more manageable for you.
- You don't have to complete your application all in one visit.
- The application will automatically save as you enter in your data.



# Eligibility, Requirements & Tips for Application Completion



- **Don't Delay – Get Started.**

- Waiting to the last minute to complete your application may result in upload and review delays which may cause your application to not be completed by the required deadline.
- Check the tiered deadlines for the various levels of scholarships we offer.

- **Desktop vs. Mobile device**

- Draft your essays in a separate Word Processing Software (i.e., MS- Word) prior to adding it to the application.
- Drafting your essays separately will allow you to compose a concise and thoughtful essay while checking your grammar and spelling.



# Eligibility, Requirements & Tips for Application Completion



- **Review the checklist provided in the application**
  - All sections of my application are complete.
  - All necessary documents have been uploaded.
  - Pay close attention to the application deadline.
- Pay close attention to the recommender's deadline. Has your recommender completed and submitted their portion of the application?
- My application status reads "COMPLETED".

- **Join a Zoom Q&A Session to get responses to your Questions**

Check the [go.asme.org/scholarships](https://go.asme.org/scholarships) for the Zoom link, dates and times



# Eligibility, Requirements & Tips for Application Completion



- **A Diverse Portfolio of Scholarships are offered**

Even though you may not meet most of the requirements, we encourage you to apply as you may be the right student for our scholarship.

- **Accreditation Questions**

Check with student advisors to find out whether your college or engineering program has regional accreditation.

- **Defined ASME Participation**

- Participation with ASME Section on Campus
- Attended Events (E-Fx, E-Fest) and Competitions (HPVC, Poster Session, etc.)
- Leadership Roles
- Conferences and Training
- Committee Volunteer
- Special Projects/Tasks/Activities
- Recognitions from ASME Section

