

**PROCEDURE FOR THE
NORTH CAROLINA CHAPTER AMERICAN FISHERIES SOCIETY
UNDERGRADUATE STUDENT TRAVEL AWARD PROGRAM**

In 2018, the North Carolina Chapter of the American Fisheries Society (NC AFS) established an Undergraduate Student Travel Award Program for the specific purpose of encouraging maximal participation of undergraduate students in the annual meeting of the North Carolina Chapter of the American Fisheries Society. Support is provided via an award of \$300 to help defer the cost of travel, registration, and accommodations. A maximum of 3 awards will be given each year. Awards will be made directly to the students prior to the annual meeting.

Eligibility Requirements and Limitations: Any undergraduate student enrolled as a full-time student at any college or university within the State of North Carolina is eligible. Specifically, each applicant must (1) be a registered full-time student at an in-state institution; (2) Must have a GPA of 3.0 or higher at the time of the application; and (3) obtain a written endorsement from a faculty adviser.

Application Materials: The following materials comprise a complete application package: One copy of the complete application package must be received by the Student Awards Committee on or before **January 15**. Failure to meet the deadline or to follow instructions invalidates the application.

- 1) A completed application form (posted on Chapter web site).
- 2) A one page essay describing career interests and objectives.
- 3) A letter of recommendation (one page maximum) from a faculty adviser.

EACH APPLICATION MUST STAND ALONE: GROUP APPLICATIONS WILL NOT BE ACCEPTED.

Evaluation Procedures: Awards are intended to support travel from a variety of institutions. Therefore, no more than 2 student travel awards will be made to students from any one institution, provided there are qualifying applications from more than one institution. Because the number of awards is limited by available funds, applicants will be ranked on the basis of the following criteria:

- 1) Completeness and timeliness of the application package;
- 2) Quality of the essay;
- 3) Letter of recommendation; and
- 4) Equal Opportunity Criteria

Submit Application Materials on or before January 15 by E-mail to: Dr. Ryan Heise at Ryan.Heise@duke-energy.com.