

**CHICAGO CHAPTER EDUCATION ADVANCEMENT SCHOLARSHIP PROGRAM**  
**\$500 Diversity Scholarship Application**

This scholarship program was developed to encourage and assist Minorities and Women <sup>1</sup> who have shown intent to become a Candidate for Designation of the appraisal Institute or pursue the Appraisal Institutes SRA or MAI, AI-GRS or AI-RRS designations.

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Home Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Home Telephone \_\_\_\_\_ E-mail Address \_\_\_\_\_

Social Security Number \_\_\_\_\_

Current Licenses and Certifications Numbers \_\_\_\_\_

Current Designations \_\_\_\_\_

Business Address \_\_\_\_\_

Business Telephone \_\_\_\_\_

1. I hereby make application for the Chicago Chapter Education Scholarship – Diversity to be used for one Chicago Chapter Education offering that applies to my licensure and/or designation path.
2. The Diversity Scholarship is awarded semi-annually. I understand that this application and all required items must be completed and submitted prior to March 1<sup>st</sup> or September 1<sup>th</sup> of the year and award period for which I am applying, and that this information is essential in processing my request for a Scholarship award.
3. I \_\_\_ have or \_\_\_ have not received a Chicago Chapter Education Scholarship before. If so, please list the name(s) of the Scholarship. \_\_\_\_\_
4. I \_\_\_ have or \_\_\_ have not received other appraisal related Scholarship awards before. If so, please list the name(s) of the Scholarship. \_\_\_\_\_
5. I am pursuing my designation path according to current Appraisal Institute national standards and shall be working toward my goal(s) of (Check all that apply),  
\_\_\_ Trainee \_\_\_ Residential Certification \_\_\_ General Certification \_\_\_ SRA \_\_\_ MAI
6. It is my understanding that fund disbursement for the Chicago Chapter’s Diversity Scholarship will be made only for tuition and materials paid directly to the Chicago Chapter for the sole purpose of assisting me in securing my above stated goal(s).
7. It is my further understanding that the award funds must be used within one year (12 months) of the notification date of the award.
8. I agree to attend a minimum of two Chicago Chapter meetings or functions during the twelve month period of my scholarship award.
9. I became a Candidate for Designation of the Chicago Chapter of the Appraisal Institute on \_\_\_\_\_ (date) and remain a Candidate for Designation in good standing (if applicable).
10. I am a citizen of the United States of America

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<sup>1</sup> In accordance with the Appraisal Institute’s National Guidelines on Diversity

As of the date of this application, I am a licensed or certified appraiser in the state of Illinois and I have never been disciplined nor has my license ever been suspended or revoked by any state regulatory agency (If applicable). If so, please explain

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As of the date of this application, list your general education status, included college(s) attended and any degree(s) obtained.

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As of the date of this application, list your work experience, (i.e., current title and position, total years in the appraisal profession, total years with current company, and briefly describe your job duties and type of appraisal work performed residential and/or commercial). Please include your supervisors name and telephone number if applicable. Unless otherwise stated, this is considered authorization to contact your supervisor. Use additional paper if necessary.

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As of the date of this application, list names of courses and dates of attendance of courses you have successfully completed through the Appraisal Institute within the past five years. Use additional paper if necessary.

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As of the date of this application, list names of courses and dates of attendance of courses you have successfully completed through the other appraisal education providers within the past five years. Use additional paper if necessary.

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As of the date of this application, how many hours of experience credits have you submitted for Appraisal Institute review.

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**On a separate sheet of paper, write a description indicating your future appraisal plans and why you feel you should be awarded this scholarship. This description will be given strong consideration in the committee's final award decision.**

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I hereby claim that all information in this application and the accompanying documents, are true and accurate, and that any false information provided there in can result in the disqualification of my application or the revocation of the Scholarship. I further acknowledge by signing below that I agree to the terms and conditions of the Diversity Scholarship Program as set forth in this application and in any other documentation provided to me. I understand that the Chicago Chapter may change such terms and conditions from time to time.

Information in this application will remain confidential and used only by duly authorized affiliates of Chicago Chapter of the Appraisal Institute for the purposes of evaluating my eligibility for CCAI scholarship programs and evaluation of the CCAI scholarship programs in general. If I am a recipient of a scholarship award, I give my permission to post my name as a recipient on any advertisement for the CCAI scholarship programs.

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Signature of Applicant

Date

## **REQUIREMENTS AND PROCEDURES of the Diversity Scholarship Program**

### **Eligibility**

In order to receive the Diversity Scholarship you must:

- be a member of the Chicago Chapter for at minimum of one year in good standing with dues current at the time of application and remain a Candidate for Designation in good standing through the utilization of the award (applicants with less than a year's membership may apply as long as an additional narrative is provided explaining why the applicant is a member of the Chicago Chapter).
- have demonstrated a desire to pursue SRA or MAI, AI-GRS or AI-RRS designation.
- follow the current applicable designation path requirements of the Appraisal Institute.
- have not received this scholarship award within one year preceding the date of your application.

### **Requested Documentation**

Complete signed application/letter of agreement

Submit copies of transcripts of prior education and/or educational degree(s)

Submit a copy of your Appraisal Education Log for attendance of AI courses or seminars.

Submit copies of certificates of attendance of appraisal education courses from providers other than the Appraisal Institute

Submit a copy of your Illinois State Appraisal License or Certification

### **Elective**

Submit a letter of recommendation from an appraisal professional. (This letter is elective, but if submitted will be given additional consideration in the committee's final award decision.)

### **Awards**

This award is good for a maximum of \$500 toward the cost of tuition and course materials of any one selected course required by your designation path criteria and offered by the Chicago Chapter, with completion of award within one year of notification date. Award may not be used solely to satisfy State of Illinois Continuing Education requirements or any class required by the State of Illinois for disciplinary reasons.

### **Award Payment**

The Education Trust will pay the cost of tuition (up to \$500) and course materials directly to the Chicago Chapter of the Appraisal Institute and not to the individual student.

### **Application Process**

Complete and submit the Application and Agreement prior to the 1<sup>st</sup> day of March or September of the year for which you are applying for a scholarship award to the Chicago Chapter of the Appraisal Institute. All portions of the application must be complete and all information supplied must be accurate.

### **Re-examination**

Re-examination fee will not be paid by the scholarship funds. The recipient will be responsible for re-examination fees and award funds cannot be used to repeat any course.

The Appraisal Institute advocates equal opportunity and nondiscrimination in the appraisal profession and conducts its activities in accordance with applicable federal, state and local laws.

Submit Application to:

Chicago Chapter Education Advancement Program Committee Chair

205 W. Wacker Drive, Suite 202

Chicago, IL. 60606

Or Fax to 312-616-9404

Please address questions about this application to the Chicago Chapter Scholarship Committee at 312-616-9400