




NATIONAL SOCIETY OF BLACK ENGINEERS

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TRANSCRIPT AND SCHOLARSHIP POLICY

VERSION 1.0

JULY 2012



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Transcript Verification

Usage

The National Society of Black Engineers (NSBE) seeks to collect the transcripts of each of its pre-college and collegiate members for the purposes of evaluation and benchmarking. Maintaining an accurate record of NSBE member performance in school is in accordance with the tier of our mission “to excel academically”, as it informs the society of its specific needs which may be met programmatically or with resources offered. The following information is currently captured from your transcript:

- Member name
- Grade Point Average (GPA)
- Academic Institution of Attendance

The [Federal Family Educational Rights and Privacy Act \(FERPA\)](#) is a Federal law that protects the privacy of student education records. In accordance with this law, all students (or parent/guardian if 18 years of age or younger) must provide consent for release of their academic records. Submission of a transcript to NSBE constitutes this consent for internal use of that particular record. Additional waivers will be provided if any information is to be disclosed to a third party.

GPA Verification Process

GPA's may be verified in one of the following ways only:

1. Achiever’s Plus GPA Collection form (recommended)¹
2. Submit transcript electronically through registrar’s office (official or unofficial) to National Society of Black Engineers, or via email to scholarships@nsbe.org

¹ The Achiever’s plus GPA collection form allows a chapter to verify multiple GPA's at once. With each student’s consent, the University Registrar would provide the GPA for all members listed on the form. [Link](#)



3. Mail an official or unofficial transcript to NSBE World Headquarters at NSBE Scholarships, 205 Daingerfield Rd, Alexandria, VA 22314

*Definitions of Acceptable Transcript Formats**

Official Transcripts

An Official Transcript shall be defined as follows:

- A transcript which is validated, issued, and mailed directly by the institution in a sealed institutional envelope.
- An electronic transcripts sent through a recognized third party transcript provider (i.e. University Registrar)
- Faxed copies of an original official transcript.

Unofficial Transcripts

An Unofficial Transcript shall be defined as follows:

- Degree Audit or GPA verification issued from the University Registrar.
- **Unofficial transcripts (as defined by a university) that include school background or seal, or** are sent directly to NSBE World Headquarters in a sealed University envelope

*Note: Only transcripts as defined above are considered acceptable. Examples of unacceptable formats include, but are not limited to:

- Unofficial transcripts from student user accounts
- Word Documents
- Screen shots or photos

NSBE Jr. and International Records

Primary and Secondary School report cards:

- Report cards must be submitted based on a conversion to a 4.0 grading scale.
- Report cards should be faxed or physically mailed to NSBE Scholarships, 205 Daingerfield Rd, Alexandria, VA 22314, or FAX

International Records

- International records require a certified translated transcript and a transcript in the original language may be required. This must be accompanied by a conversion matrix outlining the scoring on a 4.0 grade point scale.

Scholarships

Eligibility

The society offers a variety of NSBE and Corporate-sponsored scholarship and award opportunities to each of our demographics including: pre-college, undergraduate, and graduate students, and technical professional members. Our scholarship packages range in value from \$500 to \$10,500. In addition to the scholarships, we also provide access to awards which acknowledge our highest achieving members, such as the Mike Shinn Distinguished Member of the Year (male and female) Award, as well as the Alumni Member and Technologist of the Year. The awardees of the two awards mentioned also receive a Golden Torch Award from the organization.



Prize Restrictions

The following new policies have been established regarding those that are selected to receive NSBE scholarship awards. This is an active policy for all scholarships moving forward.

1. Each scholarship recipient cannot be awarded more than two (2) scholarships in a given program year. The program year begins on August 1st and ends on July 31st.
2. Members that apply for more than one scholarship that has an internship requirement **MUST** rank their preference of scholarship for awarding on their application, if selected as a recipient. (i.e. a member cannot accept both internships for a given time period, thus must decide prior to selection which scholarship/internship they would want to accept in priority order.)

Application Process

To be considered a valid scholarship applicant a NSBE member must apply via IMPak, NSBE's online system. Members may access scholarships by logging into their account at www.nsbe.org, and choosing the "Submissions" tab. All active scholarships will be available.