**INSTRUCTIONS FOR AICHE TGCS APPLICATION FORM**

**Deadline for receiving your application is April 10, 2015**

1. You MUST BE ENROLLED or planning to MAJOR in CHEMICAL ENGINEERING to be eligible for this Scholarship.
2. Download a copy of the Word document “AIChE-TGCS Scholarship Application.doc”.
3. Save it on your computer with a unique name, preferably your last name.

Example: “Lastname Application.doc”

1. Fill in the required information on the form. Use the Tab key to navigate between fields.
2. Include additional pages if needed.
3. Include a copy of your high school transcript (scanned copy or PDF file)
4. Include Letters of Reference, if any
5. Have your school official complete the last section on Page 3.
6. Type your name in the signature section. This constitutes as your digital signature. Similarly, get it signed by your parent.
7. Save your completed application
8. Send a copy of your completed application to your high school counselor in charge of scholarships.