The Vertical Flight Society’s philanthropic arm, the Vertical Flight Foundation (VFF), was established in 1967, and began making awards in 1977. The Foundation is an independent charitable trust for the support of education in vertical-takeoff-and-landing (VTOL) technology. The Foundation’s awards are made possible solely by tax deductible donations that have established and contributed to an endowment. The Vertical Flight Society pays for all operational and administrative expenses.

Each year the VFF awards scholarships to college level students who demonstrate an interest in pursuing engineering related careers in vertical flight technology. To date, the Foundation has awarded nearly 600 scholarships to students from throughout the world.

The Vertical Flight Foundation scholarships are solely merit-based and the value of the scholarships range up to $6,000 (USD).

Eligibility

- A student does **not** need to be a member of The Vertical Flight Society.
- High school students are **not** eligible.
- **At the time of application (February 2021)** applicants must enrolled as a full-time student in a relevant engineering degree program at an accredited university.
  Technical disciplines relevant to complex aeronautics engineering or aviation systems, even if not considered vertical lift engineering, will receive equal consideration.
- **Applicants must be registered as full-time student for at least one academic term after the award of the VFF scholarships at the Annual Forum taking place May 11-13, 2021.**
- A student can receive a VFF scholarship award once as an Undergraduate, once as a Master’s student, and once as a Graduate student.

Eligibility for each degree category is as follows.

**Undergraduate / Bachelor’s (BS) Degree Category**

- A college student pursuing an eligible engineering undergraduate degree.
- The student will have at least one-term of university work towards the relevant Bachelor’s program **after the awarding of scholarships at the Annual Forum, May 11-13, 2021.**
- **Note**
  - A senior graduating in May of 2021 is eligible to apply for the MS category if they will be continuing immediately after graduation to a graduate studies program, either MS, PhD, or MS/PhD combined graduate studies program. If the senior is
not accepted into a relevant graduate program by May 2021, the student is not eligible.
  - A senior graduating with a BS degree in May 2021 is NOT eligible to apply in the BS category.

**Master of Science (MS) Degree Category**

- A master student pursuing an eligible MS engineering degree.
- The student will have at least one-term of university work towards their current MS program after the awarding of scholarships at the Annual Forum, May 11-13, 2021.
- Note: if in a combined Masters/PhD program, the student is eligible under the MS category if they have not passed qualifying exams as of the application deadline in February 2021 and do not already have an MS degree.

**Doctoral (PhD) Degree Category**

- A graduate student who already has an MS degree or is in a combined MS/PhD program and verification of formally meeting doctoral degree requirement such as qualifying exams.
- The student will have at least one-term remaining in their current PhD program after the awarding of scholarships at the Annual Forum, May 11-13, 2021.

A complete application package must include the following in order to be eligible for review:

- Completed Scholarship Application Form
- Resume
- Narrative
- Official University/School Transcript*
- Professor Letter of Recommendation*

*Documents must come directly from the school registrar or the professor. Any transcripts or letters of recommendation sent by a student will NOT be eligible for review.

**Due Dates**

**ALL VFF documents must be received by the VFF Coordinator by February 1, 2021 at the email or address below in order to be eligible for review.**

There are no extension or exceptions to the above deadline date – so you must plan to have your application, transcripts and recommendation letters arrive ON OR BEFORE THAT DATE.
Other information

- Applications will be reviewed by the Scholarship Review Committee. The Foundation will award several scholarships annually, unless there are no qualified applicants.
- Scholarship recipients will be notified by the VFF Coordinator of the decision by late March/early April and all decisions are final.
- All VFF documents, including step-by-step guidelines/instructions and an online application can be found at www.vtol.org/vff.

Selection Criteria

- Experience (work history, research, paper publications from resume) 35%
- Narrative – 25%
- Letter(s) of Recommendation – 20%
- Academics – 10%
- Extra Curricula Activities – 10%

VFF Coordinator Contact Information:
Vertical Flight Society
Attn: VFF Coordinator, Julie M. Gibbs
2700 Prosperity Ave., Suite 275
Fairfax, VA 22031-4340 USA
Email jmgbbs@vtol.org
Phone 1-703-684-6777 x103
Please follow the instructions accurately and concisely. You may apply online OR download a fillable VFF application from the VFS website at www.vtol.org/vff.

- **Application**: complete the entire VFF Application, consisting of Sections I, II, III and IV.
- **Sections I and II**: fill out your contact and educational information (Section II) legibly and accurately.
- **Narrative (Section III)**
  - The narrative should provide a personal statement regarding your passion for aeronautics/aeronautical engineering or complex aviation systems and vertical flight technology specifically. It should describe how your studies will assist in pursuing and growing that passion.
  - It should highlight specific interest, perspective and experience in important and relevant topics to the vertical flight community, such as affordability.
  - **The narrative should not be a restatement of your resume or description of research.**
- **Resume (Section IV)**: please use the template provided (in PDF or Word format) and be as precise and accurate as possible. The resume should include:
  - Career objectives.
  - School and/or employment history and experience, including relevant research; papers/publications or presentations.
  - Extra-curricular activities.
- **Transcript**: an official grade transcript must be provided, which should include the most recent set of grades issued.
  - Transcripts will NOT be accepted from students.
  - Transcripts must be mailed, unopened, directly to the VFF Coordinator from your university’s Office of the Registrar and **must be received on or before February 1, 2021**.
  - Transcripts can also be sent by a secure electronic link from the Office of the Registrar directly to the VFF Coordinator and **must be received on or before February 1, 2021**.
  - If your transcript is not in English, we will request that the applicant provide a translation in English, which must be accredited by a letter from your professor verifying the accuracy of the translation.
- **Letter of Recommendation**: at least one letter of recommendation is required from a professor very familiar with you and your course work.
  - Recommendation letters will NOT be accepted from students.
  - The professor should provide a statement as to where you stand in regard to the students he/she has taught his/her career and state if you are in the top 5, 10 or 25% of your class based on their experience with all of their students past and present.
  - It is imperative that your professor understand these recommendation guidelines. Please see page 5 of these guidelines entitled *Guidelines for Professor Recommendation* and provide them to your professor.
  - The recommendation letter must be sent directly by the Professor to the VFF Coordinator on or before February 1, 2021 and must be signed by the professor.

**Other information**

- Preference is to submit your completed application form online or electronically, including narrative and resume, and in PDF or Word format – AND INCLUDE PAGE NUMBERS.

- Applications will be reviewed by the Scholarship Committee. The Foundation will award several scholarships within each degree category annually, unless there are no qualified applicants.

- Scholarship recipients will be notified by the VFF Coordinator by late March/early April. All decisions are final.

**Weighting Factors**

- Experience (work history, research, paper publications from resume) – 35%
- Narrative – 25%
- Letter(s) of Recommendation – 20%
- Academics – 10%
- Extra Curricula Activities – 10%
Scholarship Application Guidelines for FACULTY
Vertical Flight Foundation Scholarship
Feb. 1, 2021 – due date for ALL VFF Documents

Student Eligibility

- A student does not need to be a member of The Vertical Flight Society.

- Applicants must be in the relevant degree program at least one-term after the VFF scholarship will be awarded, which is at the Annual Forum, May 11-13, 2021.

- Applicants must be a full-time college student at an accredited school in a technical program. Technical disciplines relevant to complex aeronautics/aeronautics engineering or aviation systems, even if not considered vertical lift engineering, will receive equal consideration.

- A student can receive a VFF scholarship award once as an Undergraduate, once as a Master’s student in a master’s degree program, and once as a graduate student in a doctoral program.

Eligibility for each degree category is as follows.

Undergraduate / Bachelor’s (BS) Degree Category

- Student is pursuing an eligible engineering undergraduate degree.
- The student will have at least one-term of university work towards the relevant Bachelor’s program after the awarding of scholarships at the Annual Forum, May 11-13, 2021.
- Note
  - A senior graduating in May of 2021 is eligible to apply for the MS category if they will be continuing immediately after graduation to a graduate studies program, either MS, PhD, or MS/PhD combined graduate studies program. If the senior is not accepted into a relevant graduate program by May 2021, the student is not eligible.
  - A senior graduating with a BS degree in May 2021 is NOT eligible to apply in the BS category.

Master of Science (MS) Degree Category

- A master student pursuing an eligible MS engineering degree.
- The student will have at least one-term of university work towards their current MS program after the awarding of scholarships at the Annual Forum, May 11-13, 2021.
- Note: if in a combined Masters/PhD program, the student is eligible under the MS category if they have not passed qualifying exams as of the application deadline in February 2021 and do not already have an MS degree.
Doctoral (PhD) Degree Category

- A graduate student who already has an MS degree or is in a combined MS/PhD program and verification of formally meeting doctoral degree requirement such as qualifying exams.
- The student will have at least one-term remaining in their current PhD program after the awarding of scholarships at the Annual Forum, May 11-13, 2021.

Instructions to University Faculty

When a student asks you for a letter of recommendation, please follow these guidelines:

- You should be very familiar with the student and her/his course work.
- Please be sure to include a statement as to where the student stands in regard to the students you have taught in your career and not just this semester/year.
  - Specifically state if this student ranks in the top 5, 10 or 25% of your class based on your experience with all of your students past and present.
- Note any attributes or events that may make the student stand out from his/her peers.
- The letter must be on university stationery and signed by you.
- The letter must be delivered directly by you, the Professor, either electronically or by mail, to the VFF Coordinator.
- The VFF Coordinator will not accept recommendation letters from students.
- Due date for the recommendation letter is February 1, 2021.

Vertical Flight Society
Attn: VFF Coordinator, Julie M. Gibbs
2700 Prosperity Ave., Suite 275
Fairfax, VA 22031-4314 USA
Email jmgibbs@vtol.org
Phone 1-703-684-6777 x103
VFF SCHOLARSHIP APPLICATION

SECTION I

Please complete all sections.

Full Name: ____________________________________________

Present University Name: ____________________________________________

University City, State, Country: ____________________________________________

Permanent Residence Street Address: ____________________________________________

Permanent City, State, Postal Code, Country: ____________________________________________

Preferred Phone Number to be contacted: ____________________________________________

Preferred Email to be contacted: ____________________________________________

I hereby certify that the information contained in this Application for Scholarship is true and correct and that I have made arrangements for submission of my official grade transcript and a letter or recommendation by a dean or professor affiliated with my university.

Professor’s Name: ____________________________________________

Professor’s Email: ____________________________________________

Student Signature: ____________________________________________

Date: ________________
VFF SCHOLARSHIP APPLICATION

SECTION II – EDUCATION

Please list all schools attended, starting with the most recent first, i.e. the school you currently attend should appear on line 1.

<table>
<thead>
<tr>
<th>School Name/City, State, Country</th>
<th>Enrollment Date</th>
<th>Expected Graduation Date</th>
<th>Full or Part-Time</th>
<th>Cum. GPA</th>
<th>Academic Concentration</th>
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What is your current academic level?

☐ B.S    ☐ M.S.    ☐ Ph.D.

In what academic category are you applying? [Refer to eligibility criteria for each category.]

☐ B.S    ☐ M.S.    ☐ Ph.D.

If you are continuing to another degree program, what will be your academic level after May 2021? [Refer to eligibility criteria.]

☐ Not Applicable    ☐ B.S    ☐ M.S.    ☐ Ph.D.

What is your school’s grading system?  A= ______

If the cumulative GPA you list for the school you currently attend covers one year or less of academic work, you must submit two transcripts, one for the school you currently attend and one for the school you previously attended.

What is your current GPA (present semester/quarter)? From ________ to ________

GPA ______________

If the scholarship is to be used at a school other than the one you currently attend (line 1 above), or if the scholarship is to be used for an advanced degree program at the same school, please complete the table below.

<table>
<thead>
<tr>
<th>School Name/City, State, Country</th>
<th>Enrollment Date</th>
<th>Expected Graduation Date</th>
<th>Full or Part-Time</th>
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VFF SCHOLARSHIP APPLICATION

SECTION III – NARRATIVE

Please provide a printed, legible narrative below (or as a separate document in PDF or Word format) but indicate if the resume is a separate document and please include page numbers.

The narrative should provide a personal statement regarding your passion for aeronautics/aeronautical engineering or complex aviation systems, and vertical flight technology specifically. It should describe how your studies will assist in pursuing and growing that passion. It should highlight specific interest, perspective and experience in important and relevant topics to the vertical flight community, such as affordability.

The narrative should not be a restatement of your resume or description of research.

Name: ________________________________________________________________

Preferred Email: ______________________________________________________

Preferred Phone: ______________________________________________________
VFF SCHOLARSHIP APPLICATION

SECTION IV – RESUME

Please complete the following or attach a resume to your application using the template below. Fill out the resume accurately and concisely and please include page numbers.

For undergraduates, any pertinent experience, history, honors/awards are activities from Secondary/High School may be included, such as Civil Air Patrol, work in aerospace industry, etc.

Name and Address

Email/Phone Contact Information

Career Objective

Experience/Employment History/Research (if it has not resulted in paper, publication or presentation)

- Vertical Flight Technology
- Other Aerospace
- Other

Papers/Publications/Presentations (can list any of these)

- Vertical Flight Technology
- Other Aerospace
- Other

Professional Societies/Association Memberships/Extra-Curricular Activities (if held an office or worked on a special project briefly describe what you did)

- Vertical Flight Technology
- Other Aerospace
- Other (include community service)

Awards/Grants/Fellowships/Scholarships

Skills (such as languages, computing, etc.)

NOTES:

- Provide any other information you would like the VFF Committee to consider.
- Template should be followed accurately.
- Should be submitted in PDF or Word format.