



Educating Vertical Flight Leaders of Tomorrow

VERTICAL FLIGHT FOUNDATION SCHOLARSHIP GUIDELINES

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 from \$1,000 up to \$6,000 (USD). The program is open to full-time students attending a university or college located anywhere in the world and regardless of a student's nationality.

The overall top ranking applicant receives the \$6,000 Bell scholarship award, provided by a VFF endowment from the company. In addition, the applicant who shows the most interest and appreciation on the importance of improving vertical flight affordability will be considered for the Jing Yen Cost Awareness scholarship worth up to \$6,000, generously donated by Dr. Jing Yen.

Eligibility

- A student does not need to be a member of *The Vertical Flight Society*.
- High school students are not eligible.
- **All applicants must be a full-time student at the time of application on February 1st. In addition, the student should be registered in the relevant engineering engineering degree program at least one (1) academic term after the scholarship awards, which are presented at the Society's Annual Forum in May.**
- Technical disciplines relevant to complex 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, and once as a Graduate student.
- In order to qualify for consideration for the Jing Yen Cost Awareness scholarship, *an applicant must demonstrate a detailed interest and appreciation on the importance of affordability and how it might be improved within the vertical flight community.* Affordability information should be highlighted via an applicant's narrative and resume (see application guidelines for more details).

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 7-9, 2024.*
- A senior graduating in May of 2024 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 2024, the student is not eligible.
- A senior graduating with a BS degree in May 2024 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 7-9, 2024.*
- 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 2024 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 7-9, 2024.*

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.***

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 in late March/early April and all decisions are final.
- All VFF documents 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 jmgibbs@vtol.org

Phone 1-703-684-6777 x103

DUE DATES

ALL VFF documents must be received by the VFF Coordinator by **February 1, 2024 at the email or address below in order to be eligible for review.**

There are no extensions 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.**

Scholarship Application Guidelines for STUDENTS
Vertical Flight Foundation Scholarship
Feb. 1, 2024 – due date for ALL VFF Documents

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.**
 - For consideration of the \$6,000 Jing Yen Cost Awareness scholarship, applicant MUST demonstrate a detailed interest and recognition on the importance of affordability and how it might be improved within the vertical flight community.
- **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.
 - For consideration of the \$6,000 Jing Yen Cost Awareness scholarship, include any cost awareness research if applicable.
- **Transcript:** an official grade transcript must be provided, which should include the most recent set of grades issued. *Transcripts must come directly from the school registrar – any transcripts sent by a student will NOT be eligible for review.*
 - **Transcripts will NOT be accepted from students.**
 - **Transcripts must be sent directly to the VFF Coordinator from your university's Office of the Registrar and must be received on or February 1, 2024.**
 - **Transcripts can mailed or sent by secure electronic link but must be received on or before February 1, 2024.**
 - 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. *Letters of Recommendation must come directly from the professor – any letters sent by a student will NOT be eligible for review.*
 - **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, 2024.**
 - **The letter must be on university letterhead and signed by the professor.**
- **Other information**
 - Preference is to submit your completed application form online.
 - 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, 2024 – due date for ALL VFF Documents

The Vertical Flight Foundation scholarships are solely merit-based and the program is open to full-time students attending a university or college located anywhere in the world and regardless of nationality.

Student Eligibility

- A student does not need to be a member of The Vertical Flight Society.
- All applicants must be a full-time student at the time of application on February 1. In addition, the student should be registered in the relevant degree program at least (1) one-term *after* the VFF scholarships are awarded, which is at the Society's Annual Forum in May.
- 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 7-9, 2024.*
- A senior graduating in May of 2024 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 2024, the student is not eligible.
- A senior graduating with a BS degree in May 2024 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 7-9, 2024.*
- 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 2024 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 7-9, 2024.*

Instructions to University Faculty

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

- **The due date for the letter of recommendation is **February 1, 2024** and must be delivered directly by you, the Professor, preferably by email to the VFF Coordinator. Letters forwarded by students will NOT be accepted and will not be eligible for review.**
- The letter should be on university letterhead and signed.
- 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.

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