



Applicant Information

Name			
Address		City/Town/Village	State ZIP
Phone	E-mail Address		

College/University Information

Name of School Currently Attending			
Address of School Currently Attending		City/Town/Village	State ZIP
Current Year of Study			
Name of school where you earned your Undergraduate Degree			
Degree Earned			

Please attach the following to your application:

1. Evidence of the intention to continue the second year of your program.
2. An outline of courses and related papers completed in the first year.
3. Evidence of membership in ARMA International or another nationally or internationally recognized information management association.
4. Evidence of having attained a grade average of 80% or a B average or higher in the first year of your graduate degree program as indicated by the submission of an official transcript.
5. A one-thousand (or more) word research essay that thoroughly explores an aspect of records and information management studies. (If deemed appropriate by the AIEF, you may be required to allow the AIEF to publish the essay.)
6. Three letters of reference from individuals able to comment on your academic performance, leadership abilities, and/or involvement in the records and information management community.
7. Your signature indicating agreement to the terms and conditions of the Scholarship stated below:

I certify that all of the information contained in my application form is accurate to the best of my knowledge. I consent to the review and release of this application to the appropriate persons of the ARMA International Educational Foundation.

Signature _____ Date _____

Applications are due by the end of June each year and should be submitted to:

Preston W. Shimer, FAI
Foundation Administrator
ARMA International Education Foundation
1609 Terrie Drive
Pittsburgh, PA 15241 USA