



## 2007–2008 AICPA/Accountemps Student Scholarship

*Competitive award of \$2,500 scholarships for five outstanding AICPA student affiliate members pursuing studies in accounting, finance or information systems who, in the opinion of the Scholarship Selection Committee, show significant potential to become successful business people.*

### READ THIS IMPORTANT INFORMATION

Thank you for expressing an interest in the AICPA/Accountemps Student Scholarship. This program provides financial assistance to five student affiliate members of the American Institute of Certified Public Accountants (AICPA) pursuing studies in accounting, finance or information systems. These awards are intended to encourage undergraduate and graduate students to consider careers in accounting and business.

The Scholarships are available only to **full-time undergraduate and graduate students** at regionally accredited institutions in the United States. **All applicants must be U.S. citizens. Those persons who are already CPAs are not eligible for this scholarship.**

Eligibility requirements differ by academic level, and the application procedures are lengthy, so **PLEASE READ THESE INSTRUCTIONS AND THOSE ON THE FOLLOWING PAGES CAREFULLY BEFORE YOU BEGIN TO COMPLETE THIS APPLICATION.** The AICPA cannot process and must destroy incomplete or incorrectly submitted applications.

The amount of the scholarship is \$2,500 each for one year. Recipients are selected by the Scholarship Selection Committee. The selection is based on demonstrated outstanding academic achievement, leadership and future career interests.

The deadline for receipt of all application materials is **April 1, 2007.** The AICPA/Accountemps cannot be responsible for materials that are lost or delayed in the mail.

#### **Student Eligibility**

To be eligible, you **must** be:

- An AICPA student affiliate member** (download an application and information at <http://ceae.aicpa.org/Memberships>). If you have applied for membership and have not yet received your member number, please indicate "pending" in the space provided on this application.
- A declared accounting, finance or information systems major (this must be indicated on your transcript) **with an overall and major grade point average (GPA) of at least 3.0.**
- A student who has satisfactorily completed at least **30 semester hours, or 45 quarter hours**, or equivalent college work, **including at least six (6) semester hours (or equivalent) in accounting.**
- Enrolled as a **full-time undergraduate or graduate student** (12 semester hours or equivalent), **at an accredited**

**college or university in the United States.** Students who will be transferring to a four-year school for the first time must include an acceptance letter from that school. Students attending graduate school must provide an acceptance letter from the graduate school.

#### **Application Procedure**

To be considered for the Scholarship, applicants are asked to submit:

- This completed application form
- Official transcripts from undergraduate schools attended
- Copies of score reports from graduate school admission test(s) (if applicable)
- Two letters of recommendation

#### **Official Academic Transcript Required**

An **Official Academic Transcript** from the post-secondary institution you are attending is required. You must request that the registrar of your school send this directly to the AICPA. *We will not accept student copies or other unofficial transcripts, or transcripts that arrive after April 1, 2007.* Most schools assess a nominal service charge to send official transcripts.

#### **Confidential References Required**

You must obtain references from two individuals. References should be people who can speak knowledgeably of your professional and academic experience, and of your qualifications for a career in business. *Completed reference forms should be returned to you in sealed envelopes and included with your application form.*

#### **Payments and Renewals**

Awards are made for the academic year following application. The monetary award will be sent directly to the school for credit to the account of the student recipient.

#### **For Further Information**

Please read these instructions and those on the following pages carefully before you call for additional information. If you cannot find the answer to your question in the form, please call the AICPA at (919) 402-4006.

# AICPA/Accountemps Student Scholarship

## 2007–2008 Application

We will not be able to process your application unless you carefully follow these instructions.

1. File requests for official transcripts with the registrar of each post-secondary institution you have attended. *These transcripts must be sent directly to the AICPA at the address below by the school(s) involved, and they must arrive by April 1, 2007.* Your social security number must appear on each transcript so that we can match it with your other application materials. **(Unofficial or student copies of transcripts are unacceptable and will be destroyed.)**
2. Complete Part 1 of each of the enclosed reference forms, then give one form to each of the two individuals you have selected to provide references. *Your references must each complete the form, place it in an envelope, seal the envelope, sign across the flap, and return the envelope to you.* You must enclose the sealed reference envelopes with your completed application form.
3. Complete Sections A and B of this form, which comprise four pages. It is through this information that the selection committee will “get to know” you, so think carefully about your responses and write clear, well-organized answers. *All responses (except signatures) must be typed or neatly printed.*
4. Please do not staple anything to the application. It is your responsibility to ensure that the registrar(s) of whom you have requested transcripts have enough time (usually three to four weeks) to get the transcripts to us by April 1. We can only accept original documents, so you may not fax materials to us. *Plan carefully so that your application receives the consideration it deserves.*

### All materials should be sent to:

AICPA/Accountemps Student Scholarship Program  
American Institute of CPAs — Team 331  
220 Leigh Farm Road  
Durham, NC 27707

**The deadline for receipt of all materials is APRIL 1, 2007 for Fall 2007 enrollment.**

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#### Section A. Please TYPE or print all responses.

Last name: \_\_\_\_\_

First name: \_\_\_\_\_

Permanent address: \_\_\_\_\_

Area code and telephone number (home/work): \_\_\_\_\_

E-mail address: \_\_\_\_\_

Are you a U.S. citizen?  Yes  No

AICPA Student Affiliate Membership Number: \_\_\_\_\_ (must be an AICPA Student Affiliate member to apply)

Are you a full-time student?  Yes  No

**Please list your scores on the following tests, and enclose a copy of your official test score reports: (if applicable)**

#### Graduate Record Examination (GRE)

Date Taken: _____	Score	Percentile
Verbal	_____	_____
Quantitative	_____	_____
Total	_____	_____

#### Graduate Management Admissions Test (GMAT)

Date Taken: _____	Score	Percentile
Verbal	_____	_____
Quantitative	_____	_____
Total	_____	_____



# 2007-2008 Student Scholarship

## Reference Form

**Part 1.** To be completed by applicant. *Please TYPE or print all responses.*

Last name: \_\_\_\_\_

First name: \_\_\_\_\_

I agree that the reference I am requesting shall be held in confidence by Accountemps and the AICPA, its officials and agents, and I hereby waive any rights to examine it.  Yes  No

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of reference: \_\_\_\_\_

Organization and title: \_\_\_\_\_

Address: \_\_\_\_\_

**Part 2.** To be completed by reference.

How long and in what capacity have you known the applicant? \_\_\_\_\_

Are you aware of the applicant's academic record?  Yes  No

Please assess the applicant in the following areas and indicate the reference group used for your judgments (i.e., employees, students):

Reference group: \_\_\_\_\_

	Excellent	Good	Average	Poor	Can't judge
Written communication skills					
Verbal communication skills					
Quantitative skills					
Problem-solving skills					
Decision-making skills					
Ability to work with others					

If English is not the applicant's native language, please comment on his/her oral and written English proficiency: \_\_\_\_\_

**Summary Evaluation:** Please indicate your overall recommendation for this applicant:

- Highly recommended     Recommended     Recommended, with reservation     Not recommended

Please provide a written evaluation of the applicant for the Selection Committee. Your candid assessment of the applicant's potential for success as a business professional and demonstrated leadership would be most helpful to the committee in their selection process.

Reference's signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Please place this form in a sealed envelope, sign your name across the flap, and return it to the candidate. Thank you.***



# 2007-2008 Student Scholarship

## Reference Form

**Part 1.** To be completed by applicant. *Please TYPE or print all responses.*

Last name: \_\_\_\_\_

First name: \_\_\_\_\_

I agree that the reference I am requesting shall be held in confidence by Accountemps and the AICPA, its officials and agents, and I hereby waive any rights to examine it.  Yes  No

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of reference: \_\_\_\_\_

Organization and title: \_\_\_\_\_

Address: \_\_\_\_\_

**Part 2.** To be completed by reference.

How long and in what capacity have you known the applicant? \_\_\_\_\_

Are you aware of the applicant's academic record?  Yes  No

Please assess the applicant in the following areas and indicate the reference group used for your judgments (i.e., employees, students):

Reference group: \_\_\_\_\_

	Excellent	Good	Average	Poor	Can't judge
Written communication skills					
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**Summary Evaluation:** Please indicate your overall recommendation for this applicant:

- Highly recommended     Recommended     Recommended, with reservation     Not recommended

Please provide a written evaluation of the applicant for the Selection Committee. Your candid assessment of the applicant's potential for success as a business professional and demonstrated leadership would be most helpful to the committee in their selection process.

Reference's signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please place this form in a sealed envelope, sign your name across the flap, and return it to the candidate. Thank you.*

## AICPA/Accountemps Student Scholarship

2007-2008 Application

**Section B.** Please TYPE or print all responses.

Last name: \_\_\_\_\_

First name: \_\_\_\_\_

Gender:     Male     Female

Degree program:     BA     BS     MAcc     MBA     Other: \_\_\_\_\_

Major field of study: \_\_\_\_\_

Expected graduation date: \_\_\_\_\_

If entering graduate school, to which graduate programs have you applied and been accepted? \_\_\_\_\_

List all the **schools, including the one in which you are currently enrolled, that you have attended.** For each school, indicate the dates of attendance, degree(s) or diploma(s) received, major field of study, and overall and major GPA.

Dates		Name, City and State of School Attended	Major Field	Degree Awarded	GPA Overall	GPA Major
From	To					

List your **work experience**, including part-time and/or summer positions, present employer first. (You may attach a current copy of your resumé, but *note that this section must also be completed.*)

Dates		Name, City and State of Employer	Position Held
From	To		

Names and telephone numbers (with area codes) of **your references**: \_\_\_\_\_

List any **honors, scholarships, or awards** you have received (indicate date, nature, and amount of award, and granting organization): \_\_\_\_\_

List any **other financial aid** you are receiving: \_\_\_\_\_

List any **extracurricular activities or professional organizations** in which you are an active participant: \_\_\_\_\_

Please *TYPE* or *print* all responses.

In the space below, please write a **brief essay** discussing why you have chosen a career in business and/or how you would influence others to pursue a similar path. ***Do not exceed the space provided.***

[Empty space for writing the brief essay]

**I certify that I am eligible for an AICPA/Accountemps scholarship. I certify that all information provided on this application and all supporting documents are correct, complete and accurate. I am aware that the AICPA posts scholarship winners on their Web site and shares the information with State CPA societies, universities, and others. For further information on AICPA's Privacy Policy please visit [www.aicpa.org/privacy.htm](http://www.aicpa.org/privacy.htm).**

Signature

Date