SCHOLARSHIP GUIDELINES AND PROCEDURES 2023

1. Applicant must be currently enrolled in the Institute of Fair Management or Institute of Fair Management Graduate Track Certification Program.

2. Submit application via e-mail (lhart@fairsandexpos.com) Application must be ***received*** by IAFE no later August 31.

3. Three (3) scholarship of $500 will be awarded at the 2023 Convention.

4. The scholarship can be used for payment of registration fees associated with Institute courses offered at any of these events:
   a. CyberSeminars
   b. Institute Summit
   c. Annual Convention
   d. Graduate Track Certification

5. The scholarship amount will be disbursed as reimbursement for fees as noted above upon presentation of request for same.

6. If the full amount of the scholarship is not reimbursed within the calendar year following the award, **which begins with the 2023 IAFE Annual Convention,** the balance remaining may be carried forward for one more calendar year. If not used by that time, the remaining scholarship balance will be returned to the general use fund of the IAFE Education Foundation. Disbursements are not made for fees prior to the 2023 IAFE Annual Convention.

7. Scholarships are non-transferrable

8. Scholarship applicants will be evaluated by a committee and awards made upon the following criteria:
   a. 65% of score based upon financial need of applicant
   b. 35% of score based upon essay section of application. This section will be evaluated in a "blind" judging process (no names visible to committee).

INTERNATIONAL ASSOCIATION OF FAIRS AND EXPOSITIONS
3043 E Cairo, Springfield, MO 65802 800-516-0313 toll free 417-862-5771
www.fairsandexpos.com