

NATIONAL COALITION of Black Meeting Planners

REINVIGORATED

RESILIENT

RELEVANT



STUDENT APPLICATION 2016 ANNUAL CONFERENCE

PLEASE RETURN COMPLETED FORM TO:

National Coalition of Black Meeting Planners, Inc.
ATTN: Annual Conference: Student Education Program
700 N. Fairfax St., Ste. 510
Alexandria, VA 22314
Phone: 571-527-3110
Fax: 571-527-3105
Email: info@ncbmp.org

STUDENT **EDUCATION** PROGRAM

NOMINATION CRITERIA

The NCBMP Student Program is designed for students in hospitality and event management related programs. Students interested in areas of hospitality, tourism and meeting planning are encouraged to apply.

PROGRAM ELIGIBILITY

- Candidates must be an African-American junior or senior.
- Candidates must be majoring in hospitality management or an equivalent program.
- Candidates must plan to arrive at the conference Wednesday, November 30, 2016 and depart Saturday afternoon, December 4, 2016.
- Any student who has previously attended a conference is ineligible.

NOMINATION & APPLICATION PROCESS

NCBMP seeks outstanding hospitality students from around the country who demonstrate academic excellence and leadership ability. Students are selected to attend the NCBMP conference in one of the following ways:

Advisor Nomination: Advisors nominate students based upon academic achievement and leadership qualities. Students nominated by their university are sent an invitation to enroll and are selected for admission based on the review of their application and space availability.

Member Nomination: NCBMP members may nominate a student based upon the same criteria as listed above.

Merit Application: Students who have not received an invitation are invited to apply based on academic merit, extracurricular accomplishment, and leadership potential. A recommendation from a school counselor, teacher or principal must accompany the application.

APPLICATION FEES

A non-refundable application fee of \$50.00 must be submitted at the time of application.

NOMINATING INSTRUCTIONS

Completed nomination packets must be received at the NCBMP offices by **Friday, September 2, 2016.**

Packets must include the following:

1. Nomination form
2. Letter of recommendation from the student's faculty advisor. This should include an evaluation of the candidate's qualifications addressing academic accomplishments and leadership potential.
3. Student's resume (Limited to two 2 pages)
4. Statement of interest: In a one-page statement, the student should explain why he or she wishes to participate in the Conference and how the experience might contribute to his or her professional development.

ACCEPTANCE

Students will be notified of acceptance no later than Friday, October 7, 2016. Upon acceptance students will receive an individual student packet outlining all conference details. Acceptance to the program includes conference fees, housing, transportation, course materials, student activities and meals.



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NCBMP STUDENT APPLICATION

Date:

CONTACT INFORMATION			
Name:			
College/ University:			
Major:			
Classification:	Junior <input type="checkbox"/>	Gender:	Female <input type="checkbox"/> Male <input type="checkbox"/>
School Address:			
City/ State:		Zip	
Permanent Address:			
City/ State:		Zip	
Home Phone:		Cell Phone:	
E-Mail:			
Alternate Email:			
Faculty Advisor:		Phone:	
Advisor's Signature:		Date:	
SPECIAL SERVICES			
Do you require Special Needs &/or Dietary Requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Please outline the Requirements:			
TRAVEL INFORMATION			
If selected the NCBMP headquarter office will make air/train travel arrangements for you. Please provide the information below to expedite the process.			
Departing Airport/ Train Station:			
Name as it appears on your license:			
Date of Birth:			
Rewards Number:			
Rewards Airline: (Airline Preference not guaranteed)			

METHOD OF PAYMENT
 AMEX Visa MasterCard Check Payment

Name on Credit Card:

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Billing Address:

City:

State:

Zip:

Same as Above

Credit Card Number:

Exp:

CVG:

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Signature:

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AGREEMENT AND SIGNATURE

By submitting this application, I affirm that the facts set forth in it are true and complete.

I understand that if I am accepted as student attendee any misrepresentations, omissions, or other false statements made by me on this application may result in immediate dismissal.

I understand I will be responsible for attending the conference from Wednesday, November 30 – Saturday, December 4, 2016.

Name: (Printed)

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Signature:

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Date:

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PROCESSING**Mail:**

National Coalition of Black Meeting Planners
 ATTN: Annual Conference: Student Education Program
 700 North Fairfax St. Ste. 510
 Alexandria, VA 22314

Email: info@ncbmp.org

Applications must complete and return all forms no later than Friday, September 2, 2016.



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NCBMP SCHOLARSHIP APPLICATION

INFORMATION AND GUIDELINES

The purpose of the scholarship program of the National Coalition of Black Meeting Planners is to encourage college students of African, African-American, or African-Caribbean descent to pursue careers in the hospitality industry. Scholarships are given to provide financial assistance and to promote professionalism in this field.

Two - \$ 1,000.00 scholarships and one - \$2,500 will be awarded. To be considered for these awards, students must meet the following criteria:

1. African, African-American, or African-Caribbean descent.
2. Enrolled in an accredited college or university.
3. Demonstrate financial need.
4. Junior or Senior pursuing a major in the hospitality industry.
5. A minimum academic average grade of "C+" or above. On a grade point average scale of four (4.00), the QCA/GPA must be 2.50 or above.
6. Submit a complete application packet with all of requested information and attachments requested, including three letters of recommendation, must accompany the application.
7. Application must be in the NCBMP offices by Friday, September 2, 2016.

NOTIFICATION AND DISTRIBUTION OF FUNDS

Recipients will be awarded at the NCBMP GALA.

Scholarship checks distributed by NCBMP will be written jointly to the institution and the award recipient and sent to the institution on or before January 6, 2017.

THE FOLLOWING MUST BE ATTACHED TO THIS APPLICATION AND RECEIVED NO LATER THAN Friday, September 2, 2017.

- Three letters of recommendation (Hospitality industry professional, Instructor in major subject, community person. (Recommendations from any relatives of applicant are not acceptable.)
- Student's resume
- Essay - (maximum 300 words) -Topic: "A Vision of My Career in the Hospitality Industry"
- Copy of the most recent Individual/Family Federal Income Tax Return; and
- Photograph (No less than 2' x 2'; head and shoulders only)