



Application Details

Requirements

To: All Scholarship Applicants

From: Union Pacific Black Employee Network

Subject: Union Pacific Railroad Black Employee Network's Jerry Morris and Summer Houston Memorial Scholarship

Dear Applicant:

Attached is the application material for the 2024 Union Pacific Railroad Black Employee Network (BEN) Jerry Morris and Summer Houston Memorial Scholarship. This scholarship is awarded to assist African American Students in defraying the cost of higher education. Recipients are chosen on the basis of scholastic ability and leadership. Personal or family financial situations may be used as a factor in consideration of eligibility and in awarding the scholarship. All decisions are within the discretion of the Black Employee Network Scholarship Committee and are final.

To be eligible for this scholarship, applicants must be:

- A citizen of the United States
- An African-American graduating high school senior or
- An African-American college freshman or sophomore
- Planning to register as a full-time student or enrolled as a full-time student at an accredited college or university during the current academic year
- A resident of the following states: Arkansas, California, Colorado, Kansas, Louisiana, Missouri, Nebraska, and Texas
- Have a grade point average of 2.5 or above on a 4.0 scale or the equivalent thereof
- Be active in extracurricular school/community activities and demonstrate social awareness and involvement
- Not have received the Jerry Morris and Summer Houston Scholarship more than twice

Applications must be typed, complete, and turned in on time. Incomplete applications will not be considered, and the applicant will be disqualified. **Current Union Pacific employees or dependents of Union Pacific employees are ineligible for this scholarship.**

The submission deadline for all completed BEN Scholarship applications including all supporting documents and recommendations is **April 12, 2024**. Applications or materials postmarked after **April 12, 2024** will not be accepted.

Application Checklist and Deadline

All applicants must submit the following items typed and completed to the Black Employee Network Scholarship Committee at the Union Pacific Railroad to be considered for the scholarship.

- Application (submit with Requirements & Checklist pages)
- Essay
- An un-official or official transcript from the applicant's current High School or College/University. All transcripts must cite the cumulative grade point average.
- Scholastic Aptitude Test (SAT) or American College Test (ACT) score
- Short Answer Question Attachment
- Two (2) letters of recommendation from two different sources
 - One academic (teacher or professor) source; one community service and/or employment-related source
 - Recommendation letters should not come from a relative of the applicant. Recommenders should specify the capacity in which they know or have observed the applicant.
- Signature of applicant; **not typed**

Please Note: Applicant will be notified of their application status. If awarded the BEN Scholarship, the committee will notify the applicant of additional information requested. It will be the applicant's responsibility to comply with the provided deadlines for submitting required materials.

- Failure to comply with all guidelines/deadlines will result in immediate disqualification
- The BEN organization will not send any reminders nor contact the applicant for missing information.

Application Deadline Date: Completed applications and correspondence can be mailed or emailed. All required information must be emailed and/or postmarked on or before **April 12, 2024**.

NOTE: If you are chosen as a scholarship recipient, please be prepared to provide the following within (7) days of being notified of your award status:

1. Verification of mailing address for check processing
2. Social Security number (required for vendor setup and UP Company match scholarship portion)

Chosen award recipients will be required to provide proof of enrollment for the upcoming school year prior to receiving scholarship funds. Proof of enrollment can be one of the following: university acceptance letter, official class schedule, or official/unofficial transcript

Please send to the nearest chapter listed in the chart below.

BEN Chapter Mailing Information						
Chapter	Scholarship Contact	Address	City	State	Zip	E-mail
Denver	Brandon Woolsey	1400 West 52nd Ave	Denver	CO	80221	bewoolse@up.com
Ft. Worth	KaVauhna Houston-Beaty	21137 Altuda Lane	Flint	TX	75762	kavauhna@hotmail.com
Houston	Erica Ben	24125 Aldine-Westfield Rd	Spring	TX	77373	erben@up.com
Kansas City	William Stevenson	6400 Martin Ave	Kansas City	MO	64120	wlstevenson@hotmail.com

Parental / Guardian Information:

Are you a dependent of a Union Pacific Railroad Employee? YES NO

Annual Family Income: _____

Number of dependent children in household: _____

Number of dependent children currently enrolled in an accredited college/university: _____

Please Note: Completion of the parental information section is required unless you are a verified independent student. Submission of applicant's independent student verification must be from the appropriate school official if applicant is a classified independent student.

Short Answer Questions: Please answer questions 1 – 4 on a separate sheet of paper. Responses must be typed, Times New Roman, 12pt font. Label the document ‘Short Answer Questions’ and number your responses.

1. Why is a post-secondary education important to you?

2. Why do you feel we should award the scholarship to you?

3. What college or university are you currently attending or plan to attend?

4. a. Please indicate the major(s) and minor(s) you plan to pursue.

b. Why have you chosen your particular area of concentration?

5. Please indicate your source(s) for educational assistance.

Source	Amount (if known)
Scholarships	
Grants	
Loans	
Parent / Guardians	
Other (specify)	

6. List any extracurricular activities in which you have participated along with any special recognition or honors you received in connection with these activities.

<u>Activity</u>	<u>Recognition</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

7. List the last three jobs held and hours you worked per week.

<u>Employer</u>	<u>Hours Worked</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

8. List your volunteer experience, including community and church activities. Include the duration of your involvement.

<u>Experience</u>	<u>Duration</u>
_____	_____
_____	_____
_____	_____
_____	_____

I certify that the information contained in this scholarship application is true and correct. The Union Pacific Railroad Black Employee Network is hereby authorized to verify any information contained in this application. I understand that my application will not be returned to me but properly discarded by the Black Employee Network Scholarship Committee. I understand that any falsification or misrepresentation will result in disqualification. I agree to accept the decision of the Black Employee Network Scholarship Committee in regard to this scholarship application.

Applicant's Signature

Date (MM / DD / YY)

Please Note: Applications without the above required signature will be disqualified.

Student Essay Cover Page

Please answer the following question in detail: Union Pacific Railroad identifies Vision, Commitment, Communication, Teamwork and Respect as five important attributes of leadership. Pick three of the five attributes and describe how you currently use each of them in your personal life and how you will use them to impact the African American community?

Essay must be typed and a minimum of 500 words.

Two (2) Letters of Recommendation Cover Page

This applicant has applied for the 2024 Union Pacific Railroad Black Employee Network (BEN) Jerry Morris and Summer Houston Memorial Scholarship. Based on your knowledge of the applicant, please provide true statements about the character of the applicant as well as your impression of his/her ability to succeed in a college or university setting.

Instructions: Please return the typed recommendation letter and this cover page to the applicant. For the purpose of anonymity, please refrain from using the applicant's name within the recommendation letter; instead, use pronouns such as he/she, his/her, their, they or they're. The applicant will include the letter and cover page with their application. The letter **MUST** be typed on official letterhead and submitted with the recommender's information and signature for full credit.

Scholarship Applicant's Name: _____

Recommender's Name: _____

Recommender's Phone No: _____

Recommender's Occupation: _____

Relationship to Student: _____

Recommender's Signature

Date (MM / DD / YY)

Tips for Scholarship Application Preparation

- Read and follow all guidelines. Many applications are disqualified each year because applicants omit a key step in the guidelines or ignore instructions. **All applications must be typed.** If you are unsure about any part of the application or whether you are qualified to apply, please email **rhonda.harvey@up.com**.
- Thoroughly proofread all of your work. Check to be sure that sentences are complete, clear, and grammatically correct. Applications should not be unclear or contain numerous mistakes distracting the reviewer from focusing on the content. This reflects poorly on the applicant's ability to produce a high-quality product.
- Have someone else read the completed essay. An objective reader can often identify areas that need more explanation and may find errors that the applicant has overlooked.
- Encourage the person writing your Letter of Recommendation to type his or her letter, sign it, and include the signed cover page.
- Carefully review the application checklist to ensure your application is complete.
- If you choose to mail your application, consider sending early as the postmarked date should be prior to the deadline.