



Québec & E. Ontario  
American Concrete Institute

## **STUDENT SCHOLARSHIPS COMMITTEE RULES AND REGULATIONS**

### **Article 1 – Definitions**

**Chapter** refers to the ACI Quebec and Eastern Ontario Chapter.

**Director** refers to any member of the board of directors.

**Officer** refers to any member of the executive committee.

**Committee** refers to the student scholarships committee.

### **Article 2 – Student Scholarships Committee**

The student scholarships committee answers to the chapter's board of directors. It is responsible for administering the chapter's student scholarships program.

It is made up of one president, one coordinator and eight evaluators. Members receive no payment for their involvement.

### **Article 3 – Committee Members**

#### **3.1 – President of the scholarships committee**

The president is named for a 4-year term by the board of directors and heads the scholarships committee. He or she may also act as an evaluator.

The president is responsible for preparing various mailings, such as the call for applications to university professors, the notification of receipt of application files and the letter of invitation to candidates for the annual seminar, as well as for receiving application files, transferring these files to the coordinator, recruiting and coordinating the activities of evaluators, ensuring that the rules and regulations are applied, and providing the names of scholarship recipients to the chapter's president.

He or she must maintain the confidentiality of all internal committee information.

#### **3.2 – Coordinator**

The various tasks for which he or she is responsible consist in updating all documentation, transferring applicants' files to evaluators along with the evaluation table, compiling data from evaluators and transferring these to the committee's president. He or she is also in charge of updating all information relative to student scholarships appearing on the chapter's Web site.

He or she must maintain the confidentiality of all internal committee information.

### **3.3 – Evaluators**

Recruited from among members in good standing of the local chapter, the eight evaluators are selected from the following professions:

- Two representatives from owner agencies.
- Two representatives from control and testing laboratories.
- Two representatives from the concrete, cement and admixture industry.
- Two representatives from consulting engineering firms.

The various tasks for which they are responsible consist in providing an impartial and numbered evaluation for each of the application files and maintaining the confidentiality of all internal committee information. Evaluators must keep documentation accessible throughout the duration of their term.

Evaluators may accomplish their tasks during a term of two consecutive years maximum. Each year, half of the members are renewed, in other words, four evaluators end their term while four others are named to the committee. After two years of absence from the committee, a former evaluator may serve as a n evaluator for another two-year term.

## **Article 4 – Student Scholarships**

### **4.1 – Definition**

Each fall, the ACI local chapter awards several Master and Doctoral scholarships during its annual “Progress in Concrete” seminar. The goal of these scholarships is to advance research in the field of cement-based concrete in order to promote its use and improve its performance.

### **4.2 – Eligibility**

- 4.2.1 Be enrolled in a graduate program in a university located within the limits of the local ACI chapter.
- 4.2.2 Have begun at least one semester of study in a graduate program.
- 4.2.3 Be involved in a research project in the field of concrete.
- 4.2.4 Have submitted a complete and compliant application file by the deadline.

### **4.3 – Evaluation criteria for scholarships**

- 4.3.1 (25 points) Relevance of the topic with regard to the concrete industry in terms of production, design, construction, repair, non-destructive testing and evaluation, etc.
- 4.3.2 (10 points) Integration of Sustainable development in the proposed research. One of the scholarships will be identified to Sustainable Development. To do so, the proposed research should demonstrate, on top of the other common evaluation criteria, a desire to solve Sustainable Development issue(s) in the field of hydraulic cement or concrete. The proposed research should concentrate on new challenges linked to the latest development in the field of Sustainable Development.
- 4.3.3 (25 points) Clear presentation of technological or scientific objectives of the proposed research project. Justification of these objectives as they relate to work already underway in this same field of research.

- 4.3.4 (20 points) Quality, originality, and scope of the research project. Schedule and work plan.
- 4.3.5 (10 points) Quality of the scholarship application file (text, file formatting, tables, figures, relevance and quality of bibliographic references, etc.).
- 4.3.6 (10 points) Demonstration of the candidate's personal interest for his research project and career path.

Note 1: An application file consists of the registration form and a document with a maximum of 5 pages, including everything.

Note 2: Among the selected awardees, the one with the highest score in the Sustainable Development criteria will be awarded a scholarship with this distinction.

#### **4.4 - Announcement of results**

The announcement of the results is made by the president of the scholarships committee during the annual seminar "Progress in concrete".

#### **Article 5 – Archiving**

All evaluators' documentation must be kept for a period of one (1) year. Unless otherwise indicated by the committee's president, documents can be destroyed after this period.