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## **CHARLES D. KEMP SCHOLARSHIP GUIDELINES 2019-2020 ACADEMIC YEAR**

The PEI Foundation's Charles D. Kemp Scholarships recognize deserving students who are dependents of employees of member companies in the Petroleum Equipment Institute (PEI).

Scholarship recipients are selected based on academic achievement, leadership, character, need and the applicant's intent to contribute to the future of the petroleum and energy handling equipment industry.

The program is administered by the Board of Governors of the PEI Foundation and a Scholarship Selection Committee named by the Board of Governors. Awards are granted without regard to race, color, creed, religion, gender, disability, or national origin.

### **Background**

The scholarships are named in honor and memory of Charles D. Kemp, longtime president of the White Tucker Company and president of the Petroleum Equipment Institute in 1972. Mr. Kemp was fully committed to the petroleum and energy handling equipment industry, a man of exemplary character, and devoted to the betterment of his community. The scholarship awards seek to encourage and support students who reflect Mr. Kemp's values and character.

### **Eligibility**

To be eligible, an applicant must be a dependent of a full-time employee of a member company in PEI's Manufacturer, Distributor, Service & Construction or Affiliate divisions.

Dependents of PEI's staff, the PEI Foundation's Board of Governors, the Scholarship Selection Committee and White Tucker Company employees are not eligible for consideration.

Applicants also must:

- Be 23 years of age or younger.
- Be a high school graduate by August 15, 2019.
- Plan to enroll as an entering full-time freshman for the 2019-2020 academic year at an accredited four-year college or university. (For purposes of this requirement, the school's definition of what constitutes "full-time" status shall be determinative.)
- Intend to declare a major in business, engineering, distribution studies or a similar degree program.
- Enroll in the college or university of his or her choice for the fall 2019-2020 academic year.

### **Awards**

The scholarship awards are \$1,000 each—or such greater amount as the PEI Foundation Board of Governors shall, in its discretion, determine. The PEI Foundation Board of Governors and the Scholarship Selection Committee will determine the number of scholarships to be awarded in any given year.

### **Application Procedure**

A downloadable PDF application form may be obtained at [www.pei.org/foundation](http://www.pei.org/foundation). You may also request an application by mailing a written request to:

The PEI Foundation  
P.O. Box 2380  
Tulsa, OK 74101-2380

To be considered, the application must be received by the PEI Foundation by 11:59 p.m. on March 31, 2019. Applications may be submitted to the PEI Foundation in any of the following manners:

1. Email [scholarship@pei.org](mailto:scholarship@pei.org)
2. Fax 1.918.491.9895
3. Mail Scholarship Applications  
The PEI Foundation  
P.O. Box 2380  
Tulsa, OK 74101-2380

Carefully review your application before submission. We recommend that you print a hard copy for your records.

A completed application will include four components, all of which must be received by the deadline:

1. Application form completed and signed by the applicant and the parent or guardian who is a PEI member company employee.
2. At least one letter of recommendation from an individual who can attest to the applicant's character and/or abilities.
3. An official copy of the applicant's current high school transcript. Note: this must be submitted directly to the PEI Foundation by your school or, if submitted by the applicant, in a sealed envelope provided by and certified by the school.
4. The applicant's ACT and/or SAT scores. Note: these scores must be submitted directly to the PEI Foundation by the testing organization or, alternatively, included on your high school transcript.

You, the applicant, are responsible for gathering and submitting all required information. Answer all questions as completely as possible. Your application will be treated with the highest degree of confidentiality.

Late submissions and incomplete applications will not be considered.

### **Selection of Recipients**

Scholarships are determined on a competitive basis. Not every applicant will be selected as a recipient.

In some cases, the scholarship selection committee may want to contact an applicant by telephone for a brief interview. By submitting your application, you agree to participate in such an interview, if requested.

All applicants agree to accept as final the decisions of the Scholarship Selection Committee.

Successful applicants will be notified of their selection no later than **May 15, 2019**.

### **Payment of Scholarships**

For each scholarship recipient, the PEI Foundation will make two payments in equal installments on or about August 15 and December 31 of the applicable academic year. Checks will be made payable to the school designated in writing by the applicant.

### **Obligations**

Scholarship recipients have no obligation to the PEI Foundation. Recipients are, however, required to notify the PEI Foundation of any changes in address, school enrollment or other relevant information.

### **Revisions**

The PEI Foundation reserves the right to review the conditions and procedures of this scholarship program and to make changes at any time, including termination of the program.

### **Questions**

If you have any questions about the application process, you may contact:

Teresa Farmer  
PEI  
918.236.3969  
[tfarmer@pei.org](mailto:tfarmer@pei.org)