



Terraphase Engineering and Science Scholarship Fund

Application Submission Guide

Step 1: Prepare Your Application Materials

Before starting the application form, please review this guide so you are able to complete the entire submission process:

Step 2: Application Form

✔ **Application Form** – You will be asked to complete personal, and educational information, including:

- ✔ **Eligibility Questionnaire** – Confirm your qualifications for the scholarship.
- ✔ **Applicant Information** – Personal details including contact information.
- ✔ **High School Information** – School name, GPA, and relevant coursework.
- ✔ **University Information** – If applicable, details on your college or university.
- ✔ **Personal Essay and Information** – A written response included within the form with the following prompt:

A personal essay of **500 words or less** which states why you are interested in pursuing a degree related to the environment. Please include statements about what you hope to do with a degree in environmental science or engineering. Other information you may wish to include in your essay: a description of a project or activity you have worked on which was related to the environment; a description of participation in extracurricular activities in which you've participated that may be relevant or show dedication to the environment; or any other reason(s) why you are deserving of this scholarship.

[Terraphase Engineering & Science Scholarship Application](#)

- ✔ **Signature and Confirmation** – Final verification and agreement to terms.
- ◆ **Ensure all required fields are accurately completed before submission.**



Step 3: Submit Additional Documents via Email

Once you have submitted the online application form, you must email the following documents to teischolarships@terraphase.com:

- ✦ **High School Transcript** – Must be your most recent transcript, including GPA.
- ✦ **College/University Acceptance Proof (if applicable – may be submitted at later date if acceptance letter has not yet been received)** – If you have been accepted, include a copy of your acceptance letter.

Step 4: Obtain & Submit Two Letters of Recommendation

You are required to provide **at least two** letters of recommendation.

- Letters **must** be written by **non-family members**; letters may be written by teachers, coaches, mentors, supervisors, etc. Note that the Scholarship Fund Selection Committee may request confirmation of authenticity from the author of the recommendation letters.
- Recommenders can submit their letters separately, but they **must be received by the deadline** for your application to be considered.
- You can use and/or forward this link to request letters of recommendation: [Submit a Letter of Recommendation](#).

🚨 **Important:** Incomplete applications (missing any of the required components) **will not** be considered. Submittal of inaccurate or false information will result in immediate disqualification.

Application Deadline

- 📅 **Submission Deadline: April 15, 2025**
- ✉️ **Mailed Applications:** Must be **postmarked no later than April 15, 2025**.
- ✉️ **Emailed Applications:** Must be received by **April 15, 2025, 5:00 PM (Pacific Standard Time)**.

⚠️ **Late applications will NOT be considered.**

For any questions, contact teischolarships@terraphase.com.

If you require an accessible version of the application or supporting information, please email teischolarships@terraphase.com. Our team is dedicated to ensuring an inclusive and accessible application process.