

# **Elizabeth B. and William E. Higginbotham**

## **Beyond the Classroom Experience Fund**

### **Program Overview**

The Higginbotham Beyond the Classroom Experience Fund is a new opportunity for civil and environmental engineering students to apply their engineering knowledge and skills in real-world situations.

Created in 2017 by alumnus William Higginbotham and his wife, Elizabeth, the fund supports outside-the-classroom experiences for a handful of students each year. That could include jobs or internships (domestic or international), research experiences, or other professional learning opportunities.

### **Eligibility**

Only undergraduate or graduate students in the School of Civil and Environmental Engineering are eligible.

### **Requirements**

- A completed application with an itemized budget of expected work and, if applicable, travel costs
- An essay detailing specific work plans and the expected outcomes of the experience
- Proof of the job, internship, or other experiential opportunity, such as a letter of support or offer letter
- A final report that provides details about the work experience along with photos. Reports are due 30 days after the conclusion of your Beyond the Classroom Experience.

Please Note: Submitting an application does not guarantee funding.

### **Deadlines and Review Process**

Applications for spring semester funding are due October 1.

Applications for summer semester funding are due February 1.

Applications for fall semester funding are due June 1.

Application review generally takes four weeks from the deadline, so you should expect decisions early the following month.

**Once completed, application packages must be emailed as a single PDF file to [global@ce.gatech.edu](mailto:global@ce.gatech.edu). Please include Higginbotham Beyond the Classroom Experience in the subject line.**

**Elizabeth B. and William E. Higginbotham  
Beyond the Classroom Experience Fund**

**APPLICATION FORM**

**PERSONAL INFORMATION**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Email Address \_\_\_\_\_ GT ID# \_\_\_\_\_

Undergraduate Student  Graduate Student

Expected Graduation Date \_\_\_\_\_ U.S. Citizen? YES  NO

**BEYOND THE CLASSROOM EXPERIENCE INFORMATION**

Proposed Work Semester: Spring  Summer  Fall

Anticipated Travel Dates (if applicable):

Departure Date \_\_\_\_\_ Return Date \_\_\_\_\_

Destination (if applicable):

Country \_\_\_\_\_ City \_\_\_\_\_

Experience Description (brief description, 5-6 sentences):

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Experience Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone number: \_\_\_\_\_

Address: \_\_\_\_\_

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## **BUDGET**

Estimated Expenses (only complete applicable budget items):

Airfare: \$ \_\_\_\_\_

Ground Transportation: \$ \_\_\_\_\_

Lodging: \$ \_\_\_\_\_

Registration/Fees: \$ \_\_\_\_\_

Meal Allowance: \$ \_\_\_\_\_

Immunizations: \$ \_\_\_\_\_ \*if applicable

Miscellaneous Expenses: \$ \_\_\_\_\_

Please explain miscellaneous expenses: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOTAL ESTIMATED EXPENSES:** \$ \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

***Please attach a short essay (1 page) detailing your plans for your Beyond the Classroom experience, what goals you hope to achieve, and the expected outcomes of the experience. Also, please attach proof of the job/work/other opportunity you wish to pursue.***

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ESSAY

Email application as one PDF file to [global@ce.gatech.edu](mailto:global@ce.gatech.edu).

*FOR CEE USE ONLY*

*Awards Committee Decision:*

*Approve Deny Date:*

*Associate Chair of Global Lead. & Res. Dev.:*

*Approve Deny Date:*