



WX SUMMER INTERNSHIP GRANT PROGRAM

WX, New York Women Executives in Real Estate, is an association of more than 200 senior level women representing all aspects of the real estate industry, from owners, developers and private equity professionals to lawyers, architects, bankers, brokers and engineers.

The WX Summer Internship Grant Program is an initiative of the WX Charitable Fund. It supports the WX mission by helping students interested in developing careers in commercial real estate and related fields, and who have been offered summer jobs or internships in New York City. Started in 2016, internship grants are awarded on an annual basis to qualifying students who require financial assistance with housing or other living expenses in New York City in connection with their summer jobs or internships. Applicants must apply before their final year of graduate school or prior to their senior year in college and be enrolled in the school during the full 2017-2018 academic year. Award criteria are i) a job offer in New York City in a commercial real estate related field for the summer of 2018, ii) a demonstrated interest in commercial real estate through courses, clubs, internships and experience, iii) a high likelihood of working in the New York metropolitan area upon graduation, and iv) financial need.

Applications must be submitted by participating schools and will be accepted between March 19, 2018 and April 30, 2018. Scholarship Committee members will make final decisions by May 14, 2018 and convey results on the telephone, followed by written confirmation.



WX SUMMER INTERNSHIP GRANT PROGRAM

2017-2018 Academic Year

GENERAL INFORMATION FOR APPLICANTS

Eligibility: WX awards internship grants annually to promising women students studying at the undergraduate and graduate levels of commercial real estate and related subjects including, but not limited to: investment, development, ownership, law, construction, architecture, engineering and property management.

- Students must be enrolled in school during the full 2017-2018 academic year.
- Applicants must apply before their final year of graduate school or prior to their senior year in college, i.e. having a graduation date that falls between May 2019 and February 2020.
- Award criteria include
 - A job offer in New York City in a real estate related field,
 - demonstrated interest in real estate through courses, clubs, internships and experience;
 - A high likelihood of working in the New York metropolitan area upon graduation, and
 - Financial need.

All applications must be endorsed and submitted by the relevant dean (or his/her designee) of the applicant's school. There is a limit of 2 applications per school.

In order for interns to qualify for a future scholarship application and benefit from WX networking and mentoring in New York City, the Summer Internship Grant Program is limited to U.S. citizens or permanent residents.

Grant Amount: The grant amount for 2018 is \$5,000. Financial awards are made by check directly to the school (i.e. bursar's office), not to the student herself.

Scholarship Program: An application to the grant program and the award of a grant does not preclude a student from applying for a scholarship in the immediately following academic year.

Application Materials: A description of all required application materials is attached.

Deadline for Submitting: Applications will be accepted between March 19, 2018 and April 30, 2018. *Late and incomplete applications will not be accepted.*

Application: Applications should be mailed or emailed to the contact below.

Notification: Applicants will be notified of decisions by May 14, 2018 by telephone followed by written confirmation.



Questions: Please contact the WX Scholarship Coordinator:

Kayla Jowski
WX, Inc.
380 Lexington Avenue, Suite 1920
New York, NY 10168
info@wxnyre.com
Tel: 212-414-9309

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APPLICATION REQUIREMENTS

1. **Letter from the Dean or his/her designee.** Each application for a WX Summer Internship Grant shall be submitted by the applicant's school, with a cover letter from the Dean or his/her designee confirming the applicant's course of study and expected date of graduation.
2. **Essay.** The application shall include an essay by the student, not to exceed one typewritten page. The student will identify her degree program, and discuss her career expectations and how the prospective summer job or internship will contribute to her planned career path. The essay should include a statement explaining why the student feels that the grant should be awarded to her. The essay should also include a statement agreeing to send a letter to WX at the end of the summer with a brief report on the summer experience. *Failure to do so will eliminate the WX Summer Intern from eligibility for a scholarship in the following academic year.*
3. **Transcripts.** The application shall include copies of graduate and undergraduate transcripts, including grade point averages.
4. **Financial Statement.** To demonstrate financial need, a completed and certified Personal Financial Statement (see attachment) shall be submitted. *Unlike the WX Scholars Program, financial need is a criterion to obtain a grant.*
5. **Job offer letter.** A letter or email from the prospective employer with the job or internship offer should be submitted. Compensation associated with the role should be included in the offer letter.
6. **Resume.** The application should include a current resume.
7. **Interview.** Selected applicants will be asked to join an interview with a WX Scholarship Committee member(s) via conference call.

The applicant must sign and date the application.



PERSONAL FINANCIAL STATEMENT

Name: _____

Address: _____

Email address: _____

Phone # (cell) _____

Phone # (work) _____

ASSETS

Note: List all assets at current value

1. Cash and Bank Accounts
\$ _____
2. Stocks, Bonds and other Marketable Securities
\$ _____
3. Investments in Real Estate, e.g. home, residence,
business use, investment use
\$ _____
4. Other Assets
\$ _____

TOTAL ASSETS \$ _____

LIABILITIES

1. Credit Card Debt & Current Obligations
\$ _____
2. Educational Loan Debt (include debt that family has taken
out for tuition of your behalf)
\$ _____
3. Other Debt, e.g. Auto Loan, Mortgage Payable, Taxes
\$ _____

TOTAL LIABILITIES \$ _____

NET WORTH \$ _____
(= Total Assets minus Total Liabilities)

How have you financed your undergraduate and/or graduate school education?

On your/your parent(s)/guardian(s)' 2016 income tax return, are you listed as a dependent?

Circle one: Yes No

If you are currently employed, either on a full-time or part-time basis, please complete the below:

Employer: _____

Compensation: _____ (Please indicate weekly, monthly, or yearly)

Are you eligible to receive reimbursement from your employer for tuition owed and paid to your school?

Circle one: Yes No

If yes, dollar amount of tuition eligible for reimbursement: _____

I, _____ (name of applicant) certify that this Financial Statement is true and correct.

Certified by _____ Date _____
(Applicant Signature)

WX will use reasonable commercial efforts to maintain the confidentiality of the financial information submitted in this Financial Statement.