



American Planning Association
Massachusetts Chapter

Making Great Communities Happen

Reduced AICP Exam Fee Scholarships

The AICP Exam Fee Scholarship program was established to offer assistance to individuals who may defer taking or are unable to take the AICP Exam because of the cost. APA-MA administers this scholarship on behalf of APA National. APA National and APA-MA encourage APA members with financial barriers to becoming AICP members to apply.

Scholarship recipients pay reduced fees to AICP as follows:

- First time AICP applicants: \$145 (combined \$70 application and \$75 exam fee, if approved)
- Previously approved AICP applicants: \$75 (exam fee only)

To take advantage of this program, qualified individuals should complete the short application form and include a short explanation of financial hardship (including financial hardship caused by a budget cutback in a firm or agency), which necessitates the request. The applications are reviewed on the criteria set forth by APA National and listed below:

- The applicant will be otherwise unlikely to take the exam without the reduced fee.
- The applicant's employer will not subsidize the exam fee.
- Members of minority populations should be given preference.

Please note that the awarding of a scholarship does not guarantee that a recipient will be approved to take the AICP Exam. The exam application will be evaluated like any other. The nomination/selection of scholarship recipients is strictly confidential.

There may be an opportunity to award additional scholarships during the November 2017 window. APA-MA will maintain a waitlist and reserves the right to reopen the scholarship application in early fall.

Completed applications, and any questions, should be sent to Darlene Wynne, APA-MA Professional Development Officer, at dwynne@beverlyma.gov on or before January 31st. Applications are reviewed and selections made exclusively by the APA-MA Chapter.



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AICP Exam Scholarship Application

Name: _____

Address: _____

Email: _____

Day Phone: _____

Current APA Member Number: _____

Note: If you have recently changed your membership to APA Massachusetts within the last 3 months, please include written confirmation of this recent transaction. If you have recently joined or rejoined APA, please include confirmation of your new membership along with your member number.

Please Confirm Each of the Following by Initialing Statements 1-3:

1. I have reviewed the educational and experience qualifications required to take the AICP exam and believe I meet them: _____
(see <https://www.planning.org/certification/eligible.htm> for more information)
2. I am a member in good standing of the Massachusetts Chapter of APA: _____
3. I have not previously received a Chapter AICP Exam Reduced Fee Scholarship: _____
4. I have applied Early Decision to APA for the May / November AICP exam: _____
(This is recommended, but not required for scholarship)
 - 4a. Have you been approved to take the AICP exam? _____
5. I identify as a member of a minority population (optional): _____
(Minority candidates may be given preference)

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Please Answer Each of the Following Regarding Financial Impacts on Your Ability to take the AICP Exam:

6. I am a first time AICP Exam applicant: _____

7. My employer does not subsidize my cost of taking the AICP exam: _____

8. Without the benefit of the reduced fee I am otherwise unable to take the exam (e.g. currently unemployed, on mandatory furlough, salary/hourly rate reduction, etc.): _____

9. Other financial considerations of which I wish to make the review committee aware: _____

10. I am actively involved in local and/or statewide APA activities and events (please describe your involvement): _____

Please provide a brief statement explaining why you are requesting financial assistance to take the AICP Exam. You may also expand upon any of the answers given above. *This can be provided in the area below or in an attached letter.*