



Dear Guidance Counselor or NSBE Jr. Chapter Advisor,

The National Society of Black Engineers (NSBE) serves as a resource and sounding board for underrepresented minority engineering students around the world, and we are proud that your high school's NSBE chapter is working diligently to offer our programs and services to its members to help them excel academically. With nearly 25,000 members in the United States and abroad, NSBE pursues its mission, "to increase the number of culturally responsible Black engineers who excel academically, succeed professionally and positively impact the community." Academic excellence is our first priority.

**Please use the attached form to submit GPAs of NSBE Jr. members for verification.** High school seniors who are members of NSBE Jr. must submit a verified GPA to apply for NSBE scholarships, and all NSBE Jr. members must submit a verified GPA to receive APEX registration discounts for NSBE Fall Regional Conferences and NSBE's Annual Convention.

As NSBE's national academic excellence chair, my goal is to understand the academic needs of our students and reward those who are excelling academically. To accomplish this, my team tracks members' academic progress by collecting their verified GPA information.

### **GPA VERIFICATION INSTRUCTIONS**

*For NSBE Jr. Chapter Advisors:*

1. Collect the member's transcript. (DO NOT send to NSBE with GPA verification form.)
2. Review the attached form to ensure it has been completed in its entirety.
3. Enter the member's GPA on the form. (MUST be converted to an unweighted GPA on a 4.0 scale)
4. Sign the form.
5. Email the form to [scholarships@nsbe.org](mailto:scholarships@nsbe.org).

*For High School Guidance Counselors (or Other High School Officials):*

1. Review the attached form to ensure it has been completed in its entirety.
2. Enter the member's GPA on the form. (MUST be converted to an unweighted GPA on a 4.0 scale)
3. Sign the form.
4. Email the form to [scholarships@nsbe.org](mailto:scholarships@nsbe.org).

**Please note: All information, including first and last name, NSBE ID number, signature and GPA, must be recorded on the form. If the GPA verification form is not completed, we cannot verify the member's GPA.**

If you have any questions or concerns about the GPA verification process, please contact NSBE's Programs team at [scholarships@nsbe.org](mailto:scholarships@nsbe.org).

Thank you for helping us realize NSBE's mission.

*Ira Moore*

National Academic Excellence Chair 2020–2021  
National Society of Black Engineers (NSBE)  
[nebaex@nsbe.org](mailto:nebaex@nsbe.org)

**GPA Collection Form:** \_\_\_\_\_

School/ Chapter Name

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>Signature</b> By signing this form, I agree to have my cumulative GPA released to the National Society of Black Engineers.	<b>NSBE ID</b>	<b>GPA</b> (Guidance Counselor ONLY) <b>on a 4.0 unweighted scale</b>

**Below this line for High School Official use only** \_\_\_\_\_

Submitter Name: \_\_\_\_\_ Submitter Title: \_\_\_\_\_

By signing this form, I certify that these are confirmed GPA'S for the above students. \_\_\_\_\_