

NORTH AMERICAN SOCIETY *for* TRENCHLESS TECHNOLOGY

*Actively Advancing the Science and Practice of Trenchless Technology for the
Benefit of the Public and Private Sectors, Industry and Government*



How to Establish a NASTT Student Chapter

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WELCOME FROM THE NASTT CHAIRMAN

Dear Students & Faculty Advisors,

I am delighted to learn that you are interested in establishing an NASTT affiliated student chapter on your campus. On behalf of the Board of Directors, we at NASTT commend you for your initiative and stand ready to assist you in any way possible.

There is a definite process you will need to follow to organize a student chapter. Enclosed in this manual, you will find instructions and guidelines, along with a model charter and other materials that you will help you get started. *These include the following:*

How to Start an NASTT Affiliated Student Chapter

A discussion of what the minimum requirements are to initiate the organization is enclosed. The identification of 10 or more interested students, the development of a chapter charter, and the procedure for formal approval are addressed.

Organizational Checklist

This includes a detailed outline of each step in the organizational procedure listed in chronological order to facilitate the process.

Model Charter

The model charter provides suggested provisions that address an overall definition of the chapter, its purpose and aims. Chapters are free to incorporate their own verbiage as long as it is compatible with the NASTT bylaws.

Annual Grant & Stipend Programs

The aim of these programs is to aid in furthering the educational efforts in trenchless technology at institutes of higher education. There are eligibility requirements for both programs that focus on exposing students to trenchless methods and opportunities.

Student Activities Program at NASTT's Annual No-Dig Show


To make the most of the No-Dig experience, NASTT strives to sponsor a fun, informative student program that includes exciting competitions and opportunities to network with industry professionals and fellow students. This is in addition to the quality technical paper sessions and exhibition.

Benefits

As you can see, there are many benefits associated with establishing a NASTT student chapter on your campus – scholarships, networking opportunities, education, learning and growth, career opportunities and much more! At the NASTT leadership level, we're looking for even more ways to provide you with great opportunities – whether it's starting a Masters degree program in trenchless, or a major in trenchless. Our student chapters provide a logical avenue for educating and training the future of our industry! (read more about student benefits on page 4).

Thank you again for your interest and enthusiasm. NASTT staff is pleased to help you in any way possible. I look forward to welcoming you as a new student chapter of NASTT!

Sincerely,



George Ragula, NASTT Chairman

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ABOUT THE NORTH AMERICAN SOCIETY FOR TRENCHLESS TECHNOLOGY (NASTT)

MISSION

Founded in 1990, NASTT's mission is to advance trenchless technology and to promote its benefits for the public and the environment by increasing awareness and knowledge through information dissemination; research and development; education and training; and partnerships with organizations and agencies interested in trenchless technology and its benefits. NASTT provides a representative voice for all sectors of the trenchless technology industry. It is affiliated with the International Society for Trenchless Technology (ISTT), and periodically co-sponsors with the ISTT an International No-Dig Show.

STUDENT MEMBERSHIP

Student membership is free and open to any individual who is a full-time student currently enrolled in a two- or four-year undergraduate or graduate program of a nationally or regionally accredited educational institution of trade school, or enrolled in a recognized apprentice program. The major interest must be related to the field of trenchless technology.

*Please note that student membership is available only to those students who are members of a current student chapter of NASTT.

REGIONAL CHAPTERS

NASTT has nine regional chapters throughout the United States and Canada:

1. British Columbia
2. Great Lakes, St. Lawrence & Atlantic
3. Mid Atlantic
4. Midwest
5. Northwest
6. Pacific Northwest
7. Rocky Mountain
8. Southeast
9. West

Like the regional chapters, NASTT's student chapters promote education and encourage networking and provide an avenue for growing NASTT and raising awareness of trenchless technology at the grassroots level.

EDUCATION & TRAINING

NASTT offers five training courses covering horizontal directional drilling (HDD), pipe bursting, cured-in-place-pipe (CIPP), laterals and new installation methods such as auger boring, pipe ramming, pipe jacking and the pilot tube method. The annual No-Dig Show is NASTT's education flagship event, offering an impressive collection of quality papers, an exhibition hall with more than 130 trenchless companies displaying their products and services, a series of specialized training courses, and many entertaining networking events and special awards.

SOCIETY NEWS

Available free to student members, *Trenchless Times*, is NASTT's bi-monthly newsletter featuring the Chairman's Report, education opportunities, and international and regional chapter news. Members' only e-newsletters, like *NASTT e-News*, is packed with up-to-the minute reporting and articles and e-

mailed to you on a monthly basis. Student members enjoy a complimentary subscription to NASTT's *Trenchless Today*, published three times a year.

PUBLICATIONS

Student members receive discounted pricing on these NASTT publications: *No-Dig Show Conference Proceedings*, *Horizontal Directional Drilling Good Practices Guidelines* and the *NASTT Pipe Bursting Good Practices Manual* available for sale on the NASTT web site: www.nastt.org.

COMPLIMENTARY RESOURCES

Student members receive complimentary access to hundreds of technical papers presented and published at past No-Dig Shows, glossary of terms, quick fact sheets, products/services directory available at www.nastt.org.

CONTINUING EDUCATION

NASTT's Good Practices courses offer members a range of trenchless topics to choose from and the opportunity to earn valuable Continuing Education Units (CEUs) for their participation in class work held in various locations across North America.

CAREER ADVANCEMENT

NASTT's online job board allows employers to post – and job-seekers to search – top employment opportunities throughout North America on www.nastt.org.

NETWORKING OPPORTUNITIES

Each year, the NASTT Annual No-Dig Show brings together the trenchless industry to make important connections at vibrant locations throughout North America. Student members of NASTT's student chapters are invited to participate. Visit the conference web site at www.nodigshow.com for all the latest No-Dig details! (Read page 18 for more information.)

NASTT'S MICHAEL E. ARGENT MEMORIAL SCHOLARSHIP PROGRAM

Each year, NASTT awards five scholarships in the amount of \$5,000 each to eligible students who are members in good standing of a current student chapter of NASTT. The applicants must be enrolled as a full-time student in an accredited college, university or trade school for the current academic school year. The winners are formally recognized at the annual No-Dig Show Kickoff Breakfast. (See page 16)

A BRIEF STORY OF TRENCHLESS CONSTRUCTION & NASTT

The extensive use of Trenchless Technology for the installation, replacement or renovation of underground utility services is a relatively recent development. However, the theory and the recorded use of trenchless techniques go back to early Roman times.

More recently, there is recorded use of isolated pipe jacking projects by railroads in the United States as early as 1860. Significant usage in the U.S. began in the 1890s. Possibly the earliest documented use of pipe jacking was found in the 1892 Minutes of the 10th Annual Convention of the New England Roadmasters Association. The minutes refer to " ... putting a wrought iron pipe through an earth embankment by means of hydraulic jacks ... " Between 1860 and 1890 the Northern Pacific Railroad Company pioneered the use of pipe jacking utilizing cast iron pipe. This same company, by 1930, had jacked reinforced concrete pipe ranging in size from 42 in. to 72 in. in diameter.

One of the early uses of horizontal boring was by Fred Melsheimer in 1946 in California for installing electric utility cables. Based on technology from the oil drilling industry, his machine was a wet-boring device with a drill rig to rotate hollow-stem drill rods and a cutting head. Water or bentonite slurry was fed to the head under pressure and cuttings flowed back. In some ways, Melsheimer's technique may be considered the first use of trenchless methods for line installation.

A new wave of trenchless development around 1960 was stimulated by the changing needs and economics of the utilities and of society. In the 1960s and 1970s, a national effort was made to provide all unserved communities with utilities. By the 1980s, higher standards of living and increasing industrial and commercial demands resulted in the reinforcement, replacement and rehabilitation of many existing systems. Competition for limited underground space, compounded by the great increase in automobile traffic and the need to minimize traffic disruption, logically focused on Trenchless Technology as a possible solution.

The development of new processes for the rehabilitation of existing pipelines to extend their operational life began in the 1970s. Slip lining, the pulling or pushing of a smaller pipe inside the old one, had been used for some time. The new methods involved (a) the use of bursting devices to remove the old pipe and simultaneously replace it with a new one, and (b) forming a lining "in place" by inserting a resin impregnated sock into the existing pipe and subsequently curing it to provide a structural material. Several methods for spot repair of local defects, such as cracking or joint failure, have been developed. Systems are available for remote control resin injection, as well as grouting with urethane and other materials, to seal local defects.

Research sponsored by the Electric Power Research Institute (EPRI) and the Gas Research Institute (GRI) in the mid 1980s resulted in the development of monitoring equipment and a number of guided and steerable methods for the installation or replacement of pressure pipe and cable.

Microtunneling, one of the newer applications of trenchless construction, was developed in Japan in 1973. By 1980 the technology had spread to the rest of the world, and to Germany in particular, where continued development took place. By the 1980s, pipe jacking and microtunneling technology and experiences enabled the user to install permanent, high-quality pipe by trenchless methods as efficiently and often more efficiently than could be accomplished with open-trench methods. Trenchless construction provides an opportunity to help solve our huge, complex underground infrastructure

problems economically, safely and with a minimum of inconvenience to the public and damage to the environment. Ongoing research to further develop and refine high-tech trenchless equipment and processes will ensure that our industry continues to represent the cutting edge of construction technology.

In 1986, the International Society for Trenchless Technology (ISTT) was formed and two years later held its first International No-Dig conference and exhibition in Washington, D.C. Clearly this was a bellwether event and it would prove to be an impetus for millions of dollars being invested over the next 20 years in the trenchless industry in the form of education and training.

In 1990, the North American Society for Trenchless Technology (NASTT) was founded by a group of five individuals who formed the Organizational Committee:

1. Richard Thomasson with the Washington Suburban Sanitary Commission and WEF representative;
2. Norm Sirna with Specialty Sewer Services, Inc. and NASSCO representative;
3. Tom Iseley, Assistant Professor at Louisiana Tech University and ASCE representative;
4. Mike Argent with Pittsburgh Pipe and NUCA representative; and
5. Stephen Cordes with Garney Companies Inc.

These individuals who comprised the Organizational Committee and their respective companies would become Founding Members. One very relevant fact is that the members of the Organizational Committee were already deeply involved in other associations where a trenchless subset might have made sense. However, they each came to understand that a new and totally focused organization needed to be formed so as to assist the overall growth of the underground pipeline replacement and rehabilitation industry, using trenchless means and methods.

Gerry Swartz, another member of WEF (which was then known as the Water Pollution Control Federation, or WPCF), attended the first No-Dig in London. His enthusiasm spilled over to Thomasson who would later assume responsibility for WEF's participation in International No-Dig 1988 because of a joint effort agreement between WEF and ISTT. By all indications the Oct. 16-18 event was successful based on the fact that income exceeded expenses and attendance was very good, including agency heads from the EPA and the British Ambassador.

The first official discussions regarding the formation of a North American chapter of ISTT took place in 1989 in San Francisco at the WEF Convention. The meeting was very well attended with much interest voiced from various associations. The next two Organizational Committee meetings were held in back in Washington, D.C.

After the International No-Dig, the Organizational Committee met again for the fourth time in St. Louis and it was at this meeting that it was decided to hire a Chicago firm, Bostrom Corp., to handle setting up the Society, file for incorporation and provide our first Executive Director, Bernard Mezger. A plan was developed to reach out to a number of other firms to solicit seed capital and a meeting was scheduled for June 1990 to meet again in Chicago to formalize the bylaws. It was at that meeting that Argent designed the NASTT logo.

The minutes of that meeting in St. Louis show the founders intentions were that “NASTT was to be formed as an aid in technology transfer and promote research and development of alternative utility construction.” Little did they know how prophetic their other aspiration was when they said they envisioned “NASTT being an ambitious and energetic society ...” The meeting concluded with setting a date for the first NASTT No-Dig to be held in Kansas City in May 1991, and the follow-on 1992 International No-Dig back in Washington, D.C., that NASTT would host.

By the end of June 1990, Sirna had solicited and received \$1,000 contributions from seven companies who became our original Charter Members. These companies and the individuals who championed the cause were:

1. CUES, Inc. – Alan Thomas, Vice President
2. TRB Specialty Rehabilitation, Inc. – Trent Ralston, President
3. Insituform Mid America, Inc. – Bob Affholder, President
4. Godwin Pumps of America, Inc. – Joe Abbott, National Sales Manager
5. Avanti International, Inc. – David Magill, Jr., President
6. Specialty Sewer Services, Inc. – Norm Sirna, President
7. Garney Companies, Inc. - Stephen Cordes, Director of Marketing

Other individuals and their companies would later become very much involved as additional Charter Members, who each contributed \$500 as seed capital. Many of these individuals would also serve as our first Board of Directors and Officers of NASTT. It was through the individual effort and commitment of a few who came together at a critical time to serve in meritorious ways. The support of all the additional Charter Members pushed NASTT above its financial goal and allowed it to hire a management company.

Since its inception, NASTT has commissioned the development of professional and peer-reviewed educational courses, and supplies experts to teach these classes. NASTT supports nine regional chapters and 12 university-based student chapters, and is responsible for sponsoring the Annual No-Dig Show that has attracted tens of thousands of people, most of whom also attend the paper sessions of their choice.

Many of these attendees and students are now associated in some way with the trenchless industry either as a contractor, vendor, municipal, state or federal agency, engineer/specifier, or academic. Untold opportunities have been created to showcase new and emerging trenchless technologies, and education remains the keystone of our Society. And last but not least, numerous opportunities have been provided for individuals to work with highly motivated and principled individuals, like the ones who were our founders, and we are all the better for it.

STUDENT CHAPTERS & FACULTY ADVISORS

Arizona State University – Tempe, Arizona
Advisor: Dr. Samuel T. Ariaratnam, samuel.ariaratnam@asu.edu

Bowling Green State University – Bowling Green, Ohio
Advisor: Dr. Alan Atalah, aatalah@bgnet.bgsu.edu

Concordia University – Montreal, Quebec
Advisor: Dr. Tarek Zayed, zayed@bcee.concordia.ca

CUIRE/University of Texas at Arlington – Arlington, Texas
Advisor: Dr. Mo Najafi, najafi@uta.edu

Indiana University – Purdue University Indianapolis – Indianapolis, Indiana
Advisor: Dr. Dae-Hyun (Dan) Koo, P.E., dankoo@iupui.edu

Laval University – Quebec City, Quebec
Advisor: Dr. Genevieve Pelletier, ing., genevieve.pelletier@gci.ulaval.ca

McGill University – Montreal, Quebec
Advisor: Dr. Mohamed A. Meguid, Mohamed.meguid@mcgill.ca

Queen's University – Kingston, Ontario
Advisor: Dr. Ian D. Moore, moore@civil.quensu.ca

Trenchless Technology Center/Louisiana Tech University – Ruston, Louisiana
Advisor: Dr. Erez Allouche, Allouche@latech.edu

Vanderbilt University – Nashville, Tennessee
Advisor: Dr. Sanjiv Gokhale, s.gokhale@vanderbilt.com

Virginia Tech University – Blacksburg, Virginia
Advisor: Dr. Sunil Sinha, ssinha@vt.edu

University of Alberta – Edmonton, Alberta
Advisor: Dr. Alireza Bayat, abayat@ualberta.ca

HOW TO START AN NASTT AFFILIATED STUDENT CHAPTER

The rapidly developing field of trenchless underground methodology represents the leading edge of construction technology today. Students enrolled full-time in a construction management and other related professional programs are seeking opportunities to keep abreast of these developments. One of the most effective ways of accomplishing this is by combining these individual efforts in the form of a student chapter. The process for establishing an NASTT student chapter to pursue these opportunities is described below.

INTRODUCTION

The successful formation of an NASTT Affiliated Student Chapter requires (a) the leadership of a dedicated individual and a group of interested students to launch the effort and to follow through initial contacts to a conclusion, and (b) the guidance of a resident faculty member willing to act as an advisor to the chapter. NASTT will grant a charter to a group of ten or more students enrolled in a construction degree program at a four-year college or university upon their meeting the requirements outlined below. These students shall serve as Charter Members.

INITIAL STEPS

A "Student Chapter Organization Checklist" has been prepared which summarizes the following information. By carefully reading this document, many questions regarding organizing and operating a student chapter can be answered. However, do not hesitate to contact NASIT Headquarters for additional information.

The group of interested prospective student members, with guidance from a faculty advisor, should hold a meeting to organize future activities. In serving as a Steering Committee, the group should elect a temporary chairman who will coordinate the activities of the Steering Committee and its relationship with NASTT Headquarters.

The Steering Committee should carefully review the model charter (including a "mission statement") for NASTT Affiliated Student Chapters and determine what they want to present to the students attending the first student chapter organization meeting as to meeting dates, etc.

The Steering Committee should also develop an operational program for the chapter for presentation at the organization meeting. Potential meeting locations, possible programs and student involvement should be presented. Copies of the proposed charter should be given to prospective student members prior to the organization meeting so that they will be prepared to discuss them.

NASTT Headquarters will provide all needed documents, at no charge, such as the model charter, membership application forms and promotional materials to interest students in becoming members of the chapter.

During the meeting, the first order of business should be to elect officers who can then run the meeting. Committees may be appointed at this time to undertake membership promotion, program development, meeting arrangements, etc.

The next step is to present the proposed student charter for adoption by the attendees. While the Charter restricts voting to student members, it is advisable to informally waive this requirement at the

first organization meeting since a majority of the attendees probably will not be members. During and following the meeting, every effort should be made to recruit them as NASTT student members in order for them to participate in chapter activities.

Following adoption of the charter, a presentation should be made of an effective operational program for the chapter. Benefits of participating in NASTT student chapters as well as programs and services available from NASTT Headquarters should be enthusiastically presented.

Immediately following the first chapter meeting, a designated officer should immediately submit to NASTT Headquarters a permanent mailing address for the student chapter, the adopted chapter charter and Mission Statement, names of elected officers, the faculty advisor, and other student members, along with a brief write-up on the organization meeting for publication in the NASTT newsletter and magazine.

The adopted chapter charter and mission statement will be submitted to the NASTT Board of Directors for their consideration and approval.

ORGANIZATIONAL CHECKLIST

Here is a brief listing of key points to follow in organizing an NASTT Affiliated Student Chapter. Please contact NASTT Headquarters for additional information.

Prior to Organization Meeting

- Seek out a resident faculty member who is willing to act as advisor to the student chapter.
- Organize a group of interested students to serve as a Steering Committee.
- Elect a temporary chairperson.
- Distribute model charter for NASTT Affiliated Student Chapters for review and presentation at chapter organization meeting.
- Develop operational program for presentation at the organization meeting – meeting locations, possible programs, member involvement, etc.
- Coordinate organizing efforts with NASTT Headquarters.

First Organization Meeting

- Hold first chapter organization meeting.
- Elect officers
- Adopt chapter charter, establish chapter name, designate meeting frequency and/or dates
- Present operational program for the chapter.
- Appoint committee chairpersons.

Following Organization Meeting

- Submit to NASTT Headquarters:
 - chapter charter
 - names of elected officers, directors
 - name of faculty advisor
 - list of members, addresses, phone and e-mails
 - write-up on the organization meeting for publication
 - a permanent mailing address for the student chapter
- NASTT Board of Directors will consider chapter bylaws and mission statement for approval.
- If approved, NASTT staff will notify the faculty advisor and chapter chair.
- On an annual basis, forward to NASTT Headquarters names and addresses of new chapter members.

CHARTER FOR NASTT – STUDENT CHAPTER

ARTICLE I: Name

Section 1. The *[College or University's Name]* Student Chapter shall be affiliated with the North American Society for Trenchless Technology, hereafter referred to as NASTT.

Section 2. The chapter membership will be for students enrolled at *[College or University's Name and location.]* The address for all correspondence will be:

[Insert mailing address here]

ARTICLE II: Mission Statement

Section 1. To advance the science and practice of Trenchless Technology for the public benefit; to promote and participate in education, training, study, and research in said science and practice for the public benefit; and to make available information thereof to all interested and concerned parties.

ARTICLE III: Definitions of the Chapter

Section 1. Trenchless Technology as used herein means that technology for the evaluation, servicing, renovation, and replacement of existing, and the construction of new public utilities and other services underground with minimal digging, including all kinds of sensing and mapping techniques for underground guidance, tunneling devices and specialized machinery, materials, and equipment.

ARTICLE IV: Membership

Section 1. Membership in the Student Chapter shall be available to all registered students at *[College or University's Name]* professing an interest or concern in Trenchless Technology.

Section 2. Student Chapter members should also be student members of NASTT.

ARTICLE V: Faculty Representative

Section 1. A full-time faculty representative will serve to oversee the chapter and provide assistance from a faculty level.

Section 2. The faculty representative must be a member of NASTT.

ARTICLE VI: Meetings

Section 1. A minimum of one (1) meeting shall be held each month at a time and place to be determined by the executive and faculty representative.

Section 2. Notice of the time and place of all meetings shall be distributed by mail or other suitable means to each member not less than thirty (30) days prior to the date of such meeting.

ARTICLE VII: Chapter Officers

Section 1. The officers of the chapter shall be at least three (3) and not to exceed six (5) and shall consist of:

President

Vice President

Secretary

Treasurer

The offices shall be filled by eligible members through an annual ballot to be held by May 1 of the previous academic school year or by appointment of the faculty representative.

Section 2. The term of office for all chapter officers shall be one year, from May 1 to April 30.

ARTICLE VIII: Duties of Officers

Section 1. Chapter President shall preside at all meetings of the chapter. It shall be the President's duty to exercise general supervision over the activities and welfare of the chapter and maintain liaison with NASTT.

Section 2. Vice President shall perform such duties that may be assigned by the President.

Section 3. Secretary shall record and maintain records of all chapter business including keeping minutes for all meetings. Additional duties include notification of upcoming chapter activities to all eligible members.

Section 4. Treasurer shall be the custodian of all chapter funds and shall approve and make all disbursements properly allocated to chapter business, with the disbursements being approved by the faculty representative. In addition, the Treasurer shall maintain chapter financial records.

ARTICLE IX: Fiscal Year Annual Report

Section 1. The fiscal year shall be the same as that of NASTT, the Calendar Year.

Section 2. At the conclusion of each year, the Chapter shall submit a brief report to NASTT stating its activities and accomplishments for the year.

ARTICLE X: Amendments

Section 1. Amendments(s) to the Charter must be by special resolution.

ANNUAL GRANT & STIPEND PROGRAMS

The aim of these programs is to aid in furthering the educational efforts in trenchless technology at institutes of higher education. A \$1,000 USD stipend is paid to the faculty advisor who champions the establishment, maintenance and growth of trenchless student chapters. The \$1,000 USD grant program helps fund the activities of the chapters.

Eligibility requirements for both programs focus on exposing students to trenchless methods and opportunities:

- The new chapter must provide a charter for review by the NASTT executive director and approval of the Board of Directors.
- NASTT requires that a student chapter validates its efforts by providing a brief summary of planned activities for the current academic year.
- We also require that the faculty advisor be a current member in good standing of NASTT. Faculty advisors must pay their individual membership dues. Renew/join online at www.nastt.org. We accept MasterCard and Visa.
- Lastly, we require that you provide a list of your student membership.

Once you submit the above, the executive director will review your application to become a student chapter and submit to the Board for approval.

Then NASTT will issue a grant check in the amount of \$1,000 USD to support the chapter and another \$1,000 USD stipend check to the faculty advisor or to the student chapter, as specified. Student chapters are eligible to receive up to \$2,000 USD total. The amount paid is contingent upon the time of the year the student chapter is established.

NASTT'S MICHAEL E. ARGENT MEMORIAL SCHOLARSHIP PROGRAM
DEADLINE FOR APPLICATIONS: JAN. 10, 2012

NASTT is pleased to offer a student scholarship program established in the memory of Michael E. Argent, who is recognized as one of the industry's true visionaries and a motivating force behind the growth of trenchless technology in the United States. In 1990, Michael was one of five persons who founded NASTT. Through this scholarship program established in his memory, it is hoped that Michael's contributions to the industry will continue to inspire young trenchless professionals.

Since 2010, NASTT has awarded five scholarships each year in the amount of \$5,000 USD each to eligible students who are members in good standing of a current student chapter of NASTT. The applicants must be enrolled as a full-time student in an accredited college, university or trade school for the 2011-2012 academic school year. American and Canadian students are eligible to apply.

The scholarship winners will be formally recognized in a special awards presentation during the Kickoff Opening Breakfast, on March 12, 2012 at NASTT's No-Dig Show in Nashville, Tennessee.

Interested students must submit an electronic application for consideration to the NASTT Executive Director by Jan. 10, 2012. Application forms are available online at www.nastt.org. Questions? Contact Michael Willmets, NASTT Executive Director, e-mail: mwillmets@nastt.org.

2012 AWARD GUIDELINES

The Scholarship Selection Committee shall be comprised of five members of the NASTT Board of Directors all appointed by the NASTT Chair. The Chair may also additionally appoint himself/herself to the Committee. The Committee shall be responsible to review the scholarship applications and provide candidate ratings per the Board of Directors approved guideline criteria.

All applicants must be either an American or a Canadian citizen and must consent to verification to this information as well as to all other supporting documentation.

All applicants must submit a quality photograph (head and shoulders style) suitable for publication. All applicants must consent to publication usage of said photograph by NASTT.

All scholarship recipients must be members of a current NASTT Student Chapter and shall be selected on the basis of financial need, academic achievement, demonstrated leadership including participation in school and community activities, honors achieved, work experience, goals/aspirations stated in the application and the required essay response.

NASTT staff shall communicate to the faculty representative of each Student Chapter announcing the 2012 Scholarship Award program details. NASTT staff shall make the application documents available on the NASTT website.

Completed applications must be received by 12:00 A.M. EST, January 10, 2012. Applications must be 100% complete and include all appropriate supporting documentation per the guidelines.

All applications shall be sent electronically to NASTT for processing. NASTT staff shall correlate the applications and prepare a distribution package for the Scholarship Selection Committee. Said package

shall include a master list, used for rating purposes, and supporting documentation for each application. Utmost care shall be exercised to guarantee privacy protection for the personal information submitted.

NASTT staff shall distribute the application information packages and the master list to each member of the Scholarship Selection Committee. The scoring sheet includes the following criteria rated on a scale of 1 to 5 with 5 being the maximum:

- i. Financial Need – 5 points maximum;
- ii. Academic Achievement – 5 points maximum;
- iii. Community Service – 5 points maximum;
- iv. Scholastic Honors Achieved – 5 points maximum;
- v. Work Experience – 5 points maximum;
- vi. Goals & Aspirations – 5 points maximum;
- vii. Essay Response (based upon opening remarks, supporting statements, clarity, conclusion, grammar, spelling and overall impression) – 10 points maximum.

TOTAL SCORE: – 40 points maximum.

The Scholarship Selection Committee shall meet prior to NASTT's 2012 No-Dig Show to determine the award recipients. Meetings may be conducted by telephone conference. The selection of 5 (five) recipients shall be completed by February 12, 2012. The selections of the Scholarship Selection Committee shall be final and will not require the approval of the NASTT Board of Directors. A congratulatory letter from the NASTT Chair shall be sent to each recipient by February 17, 2012. Said letter will state that the recipients are required to attend NASTT's 2012 No-Dig Show. NASTT shall provide shared accommodations per the normal student housing process. Transportation and incidental expenses will not be provided by NASTT.

Recipients must be in attendance at NASTT's 2012 No-Dig Show in Nashville, Tennessee, barring extenuating circumstances. The 5 (five) recipients shall be introduced by the NASTT Chair at the *2012 Kickoff Opening Breakfast* on Monday, March 12, 2012 where they will receive a formal certificate naming them as a winner of the "NASTT's Michael E. Argent Memorial Scholarship". Recipients unable to attend said ceremony must obtain permission from the NASTT Executive Director by midnight, February 21, 2012 or forfeit the full scholarship award.

The total amount for scholarship awards donated by NASTT in 2012 shall be \$25,000 (U.S.) specifically, \$5,000 (U.S.) per successful applicant.

Award payments in the amount of \$5,000 (U.S.) each shall be sent to the recipient's financial aid office and are to be solely used for paying tuition, fees, books and other education directly related fees for the academic year. Each student is responsible to provide the appropriate contact information for transfer of funds. Monies not utilized for educational purposes shall be returned to NASTT. Students will be contacted in the years following graduation in order to track the success of this program.

STUDENT ACTIVITIES PROGRAM AT THE ANNUAL NO-DIG SHOW

To make the most of the No-Dig experience, NASTT strives to sponsor a fun, informative student program that includes exciting competitions and opportunities to network with industry professionals and fellow students. This is in addition to the quality technical paper sessions and exhibition.

In exchange for complimentary registration and room accommodations, students are assigned two to three tasks at the conference, such as collecting and sorting CEU forms, monitoring session room doors, and assisting with the auction set-up. For more information about the No-Dig Show, visit www.nodigshow.com.

NASTT STUDENT CHAPTER ACTIVITIES PRESENTATIONS – SUNDAY

For future continuation of funding each student chapter is required to participate in the student chapter presentation – a 10 minute presentation highlighting activities for the Fall and Spring semesters. Winners will be announced at Monday evening's Auction Reception. Trophy/Plaque Prizes: 1st place & Runner-up.

STUDENT DINNER - SUNDAY

The students are invited to join NASTT student chapter coordinator, Dr. Sunil Sinha, to dinner. This dinner will take place in a restaurant nearby in where students will be able to socialize with the other students from the different NASTT student chapters.

STUDENT RESEARCH POSTER COMPETITION – MONDAY

All student chapters are invited to participate in the student poster competition. Posters may focus on the research undertaken by the student chapter, and will be on display in the exhibition hall in the No-Dig Show. From 2:00 to 3:00 pm, students will station themselves at their posters to discuss their poster and to answer attendees' questions. Winners of the student poster competition will be announced at Monday evening's Auction Reception. Scholarship cash prizes are awarded.

NASTT'S EDUCATIONAL FUND AUCTION & RECEPTION - MONDAY

NASTT asks the students and faculty advisors to help us make the auction a success - by selling 50/50 raffle tickets during the reception, displaying auction items, and encouraging bidders to bid on great items.

PIPELINE ASSESSMENT – CCTV COMPETITION

Two-person teams, working at a station located in a booth on the exhibit floor will compete in developing an accurate assessment of a series of sewer system pipeline faults. The student winners will be announced at the Wednesday Closing Luncheon. Scholarship prizes are awarded.

STUDENT RÉSUMÉ BOOK & MENTORING PROGRAM

Are your students looking for a full-time position, an internship, or summer employment in the trenchless industry? No-Dig is definitely the place to network with trenchless professionals who are seeking students to work in their organization. To meet this need, we are putting together a book of student résumés that will be made available during the No-Dig Show.

CONTACT NASTT STAFF

NASTT Headquarters is available for any assistance you may need. Please do not hesitate to contact staff at the address and phone listed below:

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