



**WX Scholars Program
Application
2024-2025**

WX SCHOLARS PROGRAM



WX, New York Women Executives in Real Estate, is an invitation-only association of more than 250 senior level women representing all aspects of the commercial real estate industry, from owners, developers and private equity professionals to lawyers, architects, bankers, brokers and engineers.

The goal of the WX Scholars Program is to encourage and support bright, talented, and diverse young women pursuing challenging careers in real estate and related professions in the New York metropolitan area. Since the program was launched in 2004, scholarships have been awarded to 447 women at 32 schools totaling approximately \$2.2 million. Both non-monetary (Mentoring Program), and monetary (Mentoring Program and Financial Assistance) awards are granted to women who WX believes would benefit from an association with WX.

There are numerous benefits to the WX Scholars Program, including participation in the WX Mentoring Program, which matches recipients with WX mentors, as well as no-cost admission for up to two years to many WX-hosted events, such as monthly breakfasts and the annual Gala. These activities develop productive relationships and offer networking opportunities to support our Scholars as they enter the workforce. Applicants in need of financial assistance may receive a monetary scholarship to help offset tuition costs.

Admission to the Scholars Program is awarded on an annual basis to students studying real estate and related subjects, such as architecture, law, and engineering among others, at the graduate or undergraduate levels. Applicants must be in their final year of required coursework for the degree and/or major and enrolled in the school during the 2024/25 academic year in order to be considered. Admission criteria is based on i) academic merit; ii) a demonstrated interest in real estate through courses, clubs, internships, and work experience; iii) a high likelihood of working in the New York metropolitan area upon graduation; and iv) active participation and engagement in the Mentoring Program.

The Scholars Program seeks to attract a diverse pool of candidates from university real estate programs.

Applications will be accepted between November 15, 2024 and January 31, 2025. Scholars Program Committee members will interview finalists in February 2025, either in person or via Zoom, as appropriate, and determinations for admission to the Program will be announced in April 2025. Scholarships will be distributed to selected candidates no later than the end of April 2025.

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WX SCHOLARS PROGRAM BENEFITS

The WX Scholars Program helps pave the way for the next generation of women in the commercial real estate industry. Scholars benefit from a forum for visibility and exchange with leading female executives in New York’s dynamic real estate industry. The Mentoring Program is especially pivotal to the Scholars’ experience.

Scholars are expected/required to attend a minimum of four developmental programs designed specifically for them as part of the Mentoring Program, and are also invited to participate in a number of WX events hosted by WX members including:

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● **Mentoring Program** – WX is now in its 13th year of the Mentoring Program, which is designed to match up recipients with WX mentors and provide them with specific programs, productive relationships, and networking opportunities as they progress in their careers. The Mentoring Program provides four structured events designed for Scholars and Mentors between September and May, including the Kick-Off Event, Speaker Event, the popular Career Night, and the Final Networking Event, along with workshops throughout the year. Through these programs, as well as both formal and informal mentoring events, WX aims to provide young women an opportunity to leverage the knowledge and experience of WX members as they begin their real estate careers. All WX Scholars are enrolled in the Mentoring Program for two years and will be paired with a different Mentor each year.

● **Monthly Breakfasts** – WX holds monthly breakfast meetings for members and invited guests, which showcase distinguished speakers or panels discussing topics in real estate or related fields. Scholars are invited to attend these meetings without charge for the two years they participate in the Scholars Program. After that, they may attend at a reduced rate for the next two years, after which full rates apply.

● **Additional Events** – WX hosts events that provide a unique opportunity for students and junior professionals interested in real estate to converse with the leading women executives in New York’s dynamic real estate industry. Scholars are invited to attend these events as free guests for up to two years after being selected.

● **Annual Woman of the Year Gala** – An allotted number of seats are reserved for WX Scholars to attend the WX Annual Gala, which provides an opportunity to meet and network with a broader section of the commercial real estate population in New York City. Scholars are eligible for this benefit for up to five years after being selected. Tickets for the first two years are complimentary and at a discounted rate for three years afterwards.

● **Financial Assistance** – Applicants can apply for financial assistance to offset tuition costs. Financial assistance amount will be determined by need and WX Board of Directors. In the past, applicants have received up to \$25,000 per recipient. The scholarship funds are paid directly to the Bursar’s office of the student’s school, no later than April 2025.

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Application Materials

WX SCHOLARS PROGRAM

2024/2025 Academic Year

General Information for Applicants

Eligibility:

WX awards the Scholars designation and financial scholarships, (as needed), on an annual basis to promising women students studying real estate at the undergraduate and graduate levels. Students must be in their final year of studies during the 2024/2025 academic year, having a **graduation date that falls between May 2025 to February 2026**. The criteria we use in determining admission to the Scholars Program are as follows: **i) academic merit; ii) a demonstrated interest in real estate through courses, clubs, internships and work experience; iii) a high likelihood of working in the New York metropolitan area upon graduation; and iv) active participation in the Mentoring Program.** Financial Assistance is awarded based on demonstrated need (and institutional debt), after consideration of the above criteria.

Candidates who meet the above criteria and have applied previously, but have not been selected, may reapply. Previous recipients may not apply.

Consistent with WX's mission of promoting the advancement of women in the New York City real estate industry, the Scholars Program is limited to U.S. citizens, permanent residents and green card holders. WX may also consult with the applicants' schools to confirm students correct graduation status and enrollment.

By submitting this application, you acknowledge and agree to abide by WX's Anti-Discrimination and Anti-Retaliation Policy as a condition of eligibility for the scholarship (*Exhibit A*).

Financial Scholarship Application:

Applicants may apply for a financial scholarship by completing the Personal Financial Statement and submitting it along with other application materials. Scholarship awards will be based on demonstrated financial need (and having institutional debt) and WX Board of Directors. In the past, applicants have received up to \$25,000 per recipient.

Financial awards are made by check directly to the school (i.e., Bursar's office), not to the student herself. The student is responsible for determining how a financial award might impact her financial aid package.

Application Materials:

A description of all required application materials is attached.

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Deadline for Submitting:

Applications will be accepted between November 18, 2024 and January 31, 2025. **Late and incomplete applications will not be accepted or considered.**

Application Submission:

The deadline for submitting applications is Midnight (EST) on January 31, 2025. Applications must be emailed to the WX Scholars Program Coordinator at the address listed below in one (1) PDF with all required parts. **Late and incomplete applications will not be accepted or considered.**

Selection Process:

The WX Scholars Program Committee will review all complete application materials and interview candidates, either in person or by Zoom, as appropriate in February 2025. Scholars will be notified of their selection, as well as any financial assistance, in April 2025. **During the application review process (February 2025 through April 2025), if an applicant accepts employment outside of the New York metro area, she should inform the WX Program Coordinator immediately.**

Questions?

Please contact WX Scholars Program Coordinator:

Jeanie Freeby
WX, Inc.
380 Lexington Avenue
FL 51
New York, NY 10168
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Tel: 212-414-9309

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WX SCHOLARS PROGRAM
2024/2025 Academic Year
Description of Application Materials

Applications must include the following:

1. **Cover Page.** Please complete the cover page below.
2. **Essay.** An essay, not to exceed one typewritten page. The student will identify her degree program, and discuss her career expectations and how past and present work experience and education have contributed to her planned career path. The essay should include a statement explaining why the student feels that the Scholarship should be awarded to her. Since the Mentoring Program is a key component, applicants should identify what they are looking for in a mentor and how having one will benefit them.
3. **Resume.** A current resume. Graduation date should be clearly stated on the resume.
4. **Financial Statement.** The student can apply for Financial Assistance. If applying for Financial Assistance, she should state so in her essay and include a completed and certified Personal Financial Statement (see attachment). If the student is not applying for Financial Assistance, a Personal Financial Statement should not be included. Financial awards are made only to school, banks, or institutions. personal loans do not qualify for assistance.
5. **Description of the Major and/or Degree Program.** The application should include a description of the requirements of the degree including required and elective course offerings.
6. **Transcripts.** Grade point average for coursework in the current program as well as previous undergraduate and graduate work (as applicable). Please include copies of graduate (as applicable) and undergraduate transcripts.
7. **Faculty Recommendation.** A letter of recommendation from a member of the faculty of the applicant's program.
8. **Second Recommendation.** A second letter of recommendation from either an employer or a second faculty member.
9. **Interview.** A personal interview with WX members will be required.

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Applicants must be United States citizens or permanent residents (i.e., Green Card holder).

WX will accept applications between November 15, 2024 and January 31, 2025. The deadline for submissions of applications is Midnight (EST) on January 31, 2025. *Late and incomplete applications will **not** be accepted or considered.* Applicants will be notified of scholarship decisions in April 2025.

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COVER PAGE

Name: _____

Address: _____

Email address: _____

Phone # (cell) _____

Phone # (work) _____

School: _____

Degree Program: _____

Graduation Date: _____

I am applying for Mentorship Program: _____; OR

I am applying for Mentorship Program + Financial Assistance: _____

Race/Ethnicity (Optional):

Check one or more of the following groups in which you consider yourself to be a member:

- Asian
- American Indian/Alaska Native
- Black/African American
- Hispanic or Latino/a/x
- Native Hawaiian/Pacific Islander
- White
- Other: _____
- Prefer Not to Disclose

Please answer YES or NO to those items that are included in your application:

_____ Essay

_____ Resume

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_____ Financial Statement

_____ Description of the Major and/or Degree Program

_____ Transcripts. Please provide names of schools and overall GPA (undergraduate and graduate if applicable):

Undergraduate school Name and GPA

Graduate school name and GPA

_____ Faculty Recommendation. Please provide name of the faculty member:

_____ Second Recommendation. Please provide the name of the employer or a second faculty member.

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_____ I am applying for Financial Assistance. I have included a Personal Financial Statement.

_____ I anticipate I will have the time to be actively involved in the WX Mentoring Program based in New York for Fall 2025 and/or Winter 2026.

_____ I acknowledge and agree to abide by WX's Anti-Discrimination and Anti-Retaliation Policy as a condition of eligibility for the scholarship (*Exhibit A*).

Sincerely,

Name of Applicant

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PERSONAL FINANCIAL STATEMENT

(This form may be omitted if not applying for a Financial Assistance)

Name: _____ Phone # (cell) _____

Address: _____ Phone # (work) _____

Email address: _____

ASSETS

Note: List all assets at current value

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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 \$ _____

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LIABILITIES

1. Credit Card Debt & Current Obligations
\$ _____

LIST OUTSTANDING DEBTS AND INSTITUTIONS:

—

2. Educational Loan Debt from a Financial Institution (include debt that family has taken out for tuition on your behalf from a Financial Institution)
\$ _____

LIST OUTSTANDING DEBTS AND INSTITUTIONS:

—

3. Family/Friend/Personal Loans for Education from Non-Financial Institution. (Please explain below.)
\$ _____

LIST OUTSTANDING DEBTS AND INSTITUTION OR PERSONS:

—

4. Other Debt, e.g., Auto Loan, Mortgage Payable, Taxes
\$ _____

LIST OUTSTANDING DEBTS AND INSTITUTIONS:

5. Additional Expenses anticipated to complete current degree.
\$ _____

LIST OUTSTANDING ANTICIPATED EXPENSES

TOTAL LIABILITIES \$ _____

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

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

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On your/your parent(s)/guardian(s)' 2024 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: _____

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: _____

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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.
6952024.1

DIRECTORS

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Exhibit A
WX ANTI-DISCRIMINATION AND ANTI-RETALIATION POLICY

1. Purpose

WX Inc. (the “Organization”) expects everyone in the Organization, including its directors, officers, members, mentors and mentees, to observe the highest standards of business and personal ethics when performing work for the Organization, attending Organization events, and engaging in Organization-sponsored programming. The Organization will not tolerate discriminatory or harassing behavior based on race, age, gender, sexual orientation, national origin, religion, disability, or any other category protected by law.

This Policy has been established to protect its directors, officers, members, mentors and mentees, from discrimination and harassment. This Policy also protects those who report suspected improper conduct (each, a “Covered Person”) and provides a means for Covered Persons to raise good faith concerns about any action or suspected action taken by or within the Organization that is or appears to be illegal, fraudulent, dishonest or in violation of any adopted policy of the Organization (each, a “Suspected Violation”). Examples of Suspected Violations include, but are not limited to, violations of federal, state or local law; violations of corporate policies; and fraudulent or questionable financial practices. The individuals involved in such Suspected Violations may be directors, officers, members, mentors, mentees, auditors, vendors or other third parties. This policy ensures that no Covered Person who in good faith reports any Suspected Violation shall suffer intimidation, harassment, discrimination, or other retaliation.

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2. Independent Director Oversight

The Board or designated audit committee of the Board shall oversee the adoption, implementation of and compliance with this Policy, if this function is not otherwise performed by another committee of the Board comprised solely of “independent directors,” as defined in the New York Not-for-Profit Corporation Law. Only independent directors may participate in any Board or committee deliberations or voting relating to such matters.

3. Compliance Officer

The President (the “Compliance Officer”) is designated to administer this Policy. The Compliance Officer is responsible for overseeing the investigation and resolution of all reported complaints of Suspected Violations and for reporting such to the audit committee or other committee of independent directors or, if there are no such committees, to the Board. Any questions or concerns regarding this Policy should be addressed directly to the Compliance Officer.

4. Procedure for Reporting Suspected Violations

Any Covered Person may report a Suspected Violation, either in written or oral form, although written complaints are encouraged. The complaint submitted by the Covered Person should include whatever documentation is available to support a reasonable basis for the allegation(s) and to assist in investigating the complaint.





Complaints of Suspected Violations may be made anonymously, although nonanonymous complaints are encouraged. Anonymous complaints should be detailed to the greatest extent possible because follow up questions will not be possible, making the investigation and resolution of such complaints difficult.

A Covered Person should direct all complaints to the Compliance Officer, who will report to the Board or designated audit committee or other committee of independent directors authorized to oversee this Policy. The Compliance Officer shall create a simultaneous written record of any oral complaint. If the Compliance Officer is the subject of the Suspected Violation or a Covered Person is not comfortable reporting a complaint concerning a Suspected Violation to the Compliance Officer or is unsatisfied with the response, the Covered Person is encouraged to instead speak with another officer of the Organization. In such case, the person to whom such Suspected Violation is reported shall in turn report such Suspected Violation to the Compliance Officer, unless the Compliance Officer is the subject of the complaint, in which case the person shall submit the report to the Board or designated audit committee or other committee of independent directors. If the Compliance Officer is the subject of the complaint, the Board or designated audit committee or other committee of independent directors shall designate someone to act in the place of the Compliance Officer and all references to the Compliance Officer in this Policy with respect to such complaint shall be applicable to such designee. Such report shall include a statement as to whether such Suspected Violation was reported first to the Compliance Officer; if it was not, the report shall indicate why the Suspected Violation was not reported to the Compliance Officer.

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The Covered Person is not responsible for investigating the activity, proving the truth of the allegation(s) asserted in the complaint or determining fault or corrective measures; however, s/he must demonstrate reasonable grounds for concern. No investigation will be made of unspecified wrongdoing or broad allegations.

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The Board or designated audit committee or other committee of independent directors authorized will determine an appropriate response to each complaint of concern. Officers, directors and agents who may be implicated in such complaints shall not participate in any deliberation related to the complaint, except to present information to the Board or designated committee on his or her behalf, in the manner requested by the Board or designated committee.

5. Confidentiality

Any investigation will be conducted in a manner that conceals and protects the Covered Person's identity to the greatest extent practicable given legal requirements, consistent with the need to conduct a fair and adequate investigation and take necessary corrective action.

6. Acting in Good Faith

Anyone filing a complaint concerning a Suspected Violation must act in good faith and have reasonable grounds for believing the information disclosed may indicate a Suspected Violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowing them to be false will be viewed as a serious disciplinary offense.

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7. No Retaliation

No one in the Organization who in good faith reports any Suspected Violation (whether reported to the Organization, its agents or its auditors or to any law enforcement officials, government or regulatory agency), or who cooperates with an investigation of a complaint, shall suffer intimidation, harassment, discrimination, or other retaliation. Any person who retaliates against someone who has reported a Suspected Violation in good faith may be subject to appropriate corrective action. A Covered Person's right to protection under this Policy does not provide him or her with immunity for participating or being complicit in the Suspected Violation that is the subject of the complaint or ensuing investigations.

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8. Distribution

A copy of this Policy shall be distributed to everyone in the Organization, including officers, directors, members, mentors, and mentees.

9. Adoption

This Policy was adopted by the Board on July 17, 2024.

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