

Staff Scholarship Application & Authorization Form

The College of Liberal Arts Staff Scholarship was established by the College of Liberal Arts and the Staff Development Committee to benefit staff employees who choose to further their academic pursuits, while maintaining their employment with the College. Funding for this scholarship is provided by the Dean of Liberal Arts.

To be eligible for this scholarship, you must:

- Hold a full-time, budgeted staff position within the College of Liberal Arts;
- Have been employed with the College of Liberal Arts for at least 12 months immediately prior to the application due date;
- Be fully admitted to TAMU (College Station), degree seeking, and coursework must be within degree plan;
- Earn or maintain at least a 3.0 GPR;
- Have written consent from your immediate supervisor and department head; and
- Submit an essay, no more than 500 words, detailing your educational goals and how this scholarship will assist you in reaching those goals.

By checking this box, you certify that you meet each of the criteria listed above.

Personal Information:

Name: _____ **UIN:** _____ **Department:** _____

Phone: _____ **Email:** _____

Semester / Year Attending:

Fall, Year: _____ Spring, Year: _____

The staff scholarship will only be awarded for the next academic year to full-time budgeted employees within the College of Liberal Arts. I certify that the information I have provided is complete and correct to the best of my knowledge. I authorize the university to release relevant financial and educational record information to agencies deemed appropriate for the purposes of processing and scholarship administration. I authorize the university to verify the information I have provided. I further understand that this information will be relied upon by the officials of the university and that the submission of false information is grounds for rejection of my scholarship information and/or withdrawal of offer.

Signature of Applicant

Consent:

Immediate Supervisor: by signing below, I give my consent for this staff member’s application to be considered for the College of Liberal Arts staff scholarship.

Name Signature Date

Department Head: by signing below, I give my consent for this staff member’s application to be considered for the College of Liberal Arts staff scholarship.

Name Signature Date

The deadline to submit this application is Monday, May 11, 2018 by 5pm.

Submit completed applications (with essays) to: lalec@tamu.edu.

Other useful links:

- Staff Fee Exemption - <http://sbs.tamu.edu/accounts-billing/forms/faculty-staff-fee/>
- SAP on Educational Time Release - <http://rules-saps.tamu.edu/PDFs/31.99.01.M0.01.pdf>
- Educational Time Release Form - <http://employees.tamu.edu/media/329982/560EducReleaseTime.pdf>