

ESSC Employee Scholarship Application

Fall 2008 and Spring 2009

Deadline: Friday, July 25, 2008

Criteria for Eligibility listed on next page.

For more information please contact Bobby Lothringer (x4618).

Part I

Name: _____

EMPLID Number: _____

Phone: _____

Department: _____

Phone: _____

Date Employed by ESSC Department: _____

Supervisor: _____

Phone: _____

Classification: _____

Grade Point Average: _____

Major: _____

Expected Graduation Date: _____

Signature: _____

Date: _____

Part II

Please attach a 1-2 page essay (typed, double space) on why you should be a recipient of the ESSC Employee Scholarship. You should include your involvement in the Eagle Student Services Center (workgroups, core services training, teamwork, and customer service skills) and how you plan to use your education at UNT in the future and why an education is important to you. Also, you may include discussion of financial need for a scholarship award.

The essay will be the deciding factor.

PART III

Please answer the following questions:

- I am a: **Full-time employee** **Part-time employee** **Student employee**
- I will be attending UNT: **Full-time** **Part-time**
- Have you received your core services training certificate? **YES** **NO**
*If you **have not** completed core services training you are not eligible for the ESSC Employee scholarship. If you need to verify your core services training status please contact Tammy Sprabary, x8364.*
- What semesters will you be attending? **Fall 2008** **Spring 2009**
Please do not apply unless you plan to attend for the above semesters.

HOW TO SUBMIT YOUR APPLICATION: Please submit the completed application and essay in a sealed envelope to Bobby Lothringer, 2nd Floor Registrar's Office, ESSC 208.

Criteria for ESSC Employee Scholarship

The selection committee includes one representative from each department in the ESSC. The committee is a subgroup of the Quality Service Workgroup and Steering Committee. Members of the selection committee are not eligible for the scholarships. All information submitted on the application will be verified for accuracy.

Scholarship Amounts: Dependent on funds available, a minimum of four scholarships will be awarded each fall and spring semester.

Full-time/Part-time Employees: Recipients must be registered for at least three hours at the time of disbursement and must have worked in a department in the ESSC for 12 consecutive months by the application deadline. Recipients are eligible to receive one award each fall and spring as determined by the selection committee. Recipients must be employed as of the first class day of the semester to receive their scholarship. In addition, employees must have at least a 3.0 on their last evaluation, and no disciplinary actions in the past 12 months. Core Services Training must be completed by the application deadline.

Student Employees: Recipients must be registered for at least three hours at the time of disbursement and must have worked in a department in the ESSC for 6 consecutive months by the application deadline. Recipients are eligible to receive one award each fall and spring as determined by the selection committee. Recipients must be employed as of the first class day of the semester to receive their scholarship. Student employees are not required to be employed in their departments during summer. However, all recipients must have worked the minimum 6 consecutive months prior to summer and must return to work in their departments by the next fall to remain eligible. Core Services Training must be completed by the application deadline.

Academic Requirement: All applicants who are new students must meet applicable requirements for admission in good standing to be eligible. Returning and continuing undergraduate students must have a minimum cumulative grade point average of 2.50. Former and continuing graduate students must have a minimum cumulative grade point average of 3.00. Scholarship eligibility requires enrollment through the census date for each semester.

Basis of Selection: The selections will be based on each applicant's contribution to the Eagle Student Services Center and the university community as well as academic achievement.