

**CALIFORNIA STATE UNIVERSITY, CHICO
STAFF COUNCIL ACADEMIC STAFF AWARD**

Name _____ Date: _____

Current employment information at CSU, Chico:

Dept./Division: _____

Position Title: _____

Work Phone: _____

Hours per Week: _____

Hire Date: _____

Accredited higher education institution you are, or will be, attending: _____

Current Status: ___ Graduate ___ Senior ___ Junior ___ Sophomore ___ Freshman

Are you working toward a degree? No ___ Yes ___ If yes, state major _____

Are you working on job-related courses? No ___ Yes ___

List courses needed to complete major objective or attach a Major Clearance Form/Degree Plan. If you are taking job-related courses only list courses you plan on taking.

Please attach the following:

- a) a statement of academic long range goals and objectives, including primary purpose for requested funds.
- b) an unofficial transcript(s)
- c) any additional documents that you feel would help support your application.

I hereby certify all statements on this application are true and complete to the best of my knowledge.

Signature of applicant

CALIFORNIA STATE UNIVERSITY, CHICO STAFF COUNCIL ACADEMIC STAFF AWARD

Purpose: To assist a CSU, Chico *staff* employee in furthering his or her educational goals

Award: An academic award of \$300 will be given each spring and fall to a staff employee. The award will be presented during a Staff Council meeting at the beginning of each semester for which it is granted.

Eligibility: An applicant **MUST** be:

- 1) Currently employed on a half-time or greater basis as a **staff*** member of CSU, Chico, Associated Students, University Foundation, or the Research Foundation.
- 2) Attending or planning to attend an accredited institution of higher education and enrolled in classes for the semester in which he or she is applying.

The following are **NOT ELIGIBLE** for the academic staff award:

- 1) A student employee
- 2) A MPP or Faculty Member
- 3) A current member of the Staff Council Executive Committee
- 4) A current member of the Staff Council Service Project Screening Committee
- 5) A recipient within the past 24 months

Application Submission:

Fall Semester – application filing period is May 1–31 (to be awarded in September)

Spring Semester – application filing period is November 1–November 30 (to be awarded in February)

Application Deadline: 12 noon on last day of submission, ****** Sierra Hall Annex.

Application Procedure: Application forms may be obtained from the Staff Council Office, located in the Sierra Hall Annex, corner of Chestnut and 3rd, or by calling ext. 6156. Or you may download the application at the Staff Council website: http://www.csuchico.edu/stac/scholarship_application.pdf

It is the applicant's responsibility to:

- Follow instructions precisely and submit the completed application packet to the Staff Council Office by noon on the application deadline date stated above
- All application materials must be typed or printed legibly
- Unofficial transcripts are required with application
- Letters of recommendation are optional

"Definition of "Staff" employee is defined by Title 5, 42700, page 540 (o). "Nonacademic employees" means an employee who provides non-instructional and non-administrative supporting services such as secretarial, clerical, and maintenance services. A nonacademic employee may have lead responsibility, but normally does not have responsibility for major decisions. Higher academic degrees are not an essential qualification for service as a nonacademic employee.

If the last day of submission falls on a weekend the following Monday is acceptable.