

KANSAS STATE UNIVERSITY
APPLICATION FOR PRESIDENT'S SCHOLARSHIP
FOR CLASSIFIED EMPLOYEES
(Please print or type)

DATE _____

NAME _____ EMPLOYEE ID NUMBER _____
Last First MI

HOME ADDRESS _____
Street City State Zip

CURRENT EMPLOYMENT

Department _____ Work Phone _____
Job Classification _____

EDUCATION

Student Classification: Sophomore ___ Junior ___ Senior ___ Graduate ___
Total hours completed towards degree: _____

ATTACHMENTS

Current transcript(s) for all college credit course work.

A statement regarding degree/career goals and if it will be a direct benefit to KSU. Also include a listing of involvement in University and community activities.

Up to three letters of recommendation including one from supervisor or director/department head; one from academic advisor indicating feasibility of completing a degree or one from an instructor who is knowledgeable of your academic ability; and one from someone of your choice.

CERTIFICATION

I am applying for the President's Scholarship on a: ___ full-time, ___ part-time basis.

I certify that I have been a full-time employee at KSU for at least three years with the last year being in continuous employment and have a current evaluation of satisfactory or above. I agree to furnish transcript(s) and work for at least one full year at KSU upon completion of the scholarship or repay the scholarship in full.

Applicant's Signature Date

APPROVAL (includes agreement to all of the provisions of the President's Scholarship Program as described in PPM Chapter 4870).

Supervisor Date

Director/Department Head/Dean Date

Submit application and attachments to the Division of Human Resources, 103 Edwards Hall, by
April 13, 2007

Description

The President's Scholarship for Classified Employees is a one academic year scholarship granted to an outstanding classified employee to be used towards completion of a degree at Kansas State University.

Eligibility Requirements

- Applicant must be a permanent full time classified employee at Kansas State University (including state or local agency) for a minimum of three years with the last year being in continuous service. (Division of Human Resources will verify and certify length of service).
- Applicant must have a current (within the past twelve months) performance evaluation of at least satisfactory. (Division of Human Resources will verify this data).
- Applicant must be at least a Sophomore undergraduate student but Junior standing would be preferred.
- Applicant must have a 3.0 grade point average (GPA) or better.

Criteria for Selection

- Preference should be given to any work-related degree program but this is not a requirement.
- University and community activities.
- Up to three letters of recommendation including one from supervisor or director/department head; one from academic advisor indicating feasibility of completing a degree or one from an instructor who is knowledgeable of the applicant's academic ability; and one of the applicant's choice.
- Outstanding achievement on the job or in class work.

Administration

- Course work must be taken at Kansas State University and used toward an established undergraduate or graduate degree program.
- Applicant must agree to work for Kansas State University at least one full year in a permanent position following the scholarship or repay the scholarship in full.
- The selected scholar(s) would be eligible for up to nine months leave without pay from current job duties but may work whatever schedule is satisfactory to both the employee and department while attending classes. A less than full time work load would require a corresponding decrease in compensation.
- The KSU Tuition and Educational Assistance Committee will consider multiple part time applicants if there are not adequate applications for full time.
- Applicant cannot be selected more than once.
- Finalists will be interviewed by the KSU Tuition and Educational Assistance Committee.
- Applicant must meet all criteria for admission to KSU degree programs.