



ASU Staff Council Judy Reynolds Memorial Scholarship Award Application

The ASU Staff Council Judy Reynolds Memorial Scholarship Award is a reimbursement for an educational experience or a professional development program from the Staff Council Scholarship Endowment fund.

Award criteria

- ❖ All ASU staff from all campuses are eligible to apply
- ❖ Must be an ASU benefits-eligible employee for at least one year and have not received funds from the program in the last two years
- ❖ Proof of enrollment in a graduate level or higher program, professional development program or invitation to attend a conference
- ❖ Letter of support from department indicating approval to attend, merit and how participating in the program will benefit the department, employee and/or University
- ❖ Statement of need for the scholarship (250 word max)
- ❖ Supporting documentation required for reimbursement – Conference program book, original receipts, name tag from event, etc.

Deadline for applications is the 15th of each month. Applications will be reviewed by the Staff Council Scholarship Committee after the deadline, and applicants will be notified within 7-10 days. If class/program enrollment is canceled, reimbursement awards will not be made. Applicants may re-apply if their award was cancelled. Recipients of the award must verify program completion (by grades, certificate of diploma, or certification of completion) to the Staff Council Scholarship Committee Chair.

Application info:

Name: _____

Department Name and Mail Code: _____

Employee ID #: _____

Last Four Digits of Employee Social Security Number: _____

Campus phone: _____

Program/Conference: _____

What is the total cost of your program and/or attendance? _____ (Please provide an expense breakdown of funds needed.) How much are you requesting from the Staff Council Educational Award? _____

Are you getting funding from another source? _____

All Staff Council Scholarship Committee members and Staff involved in the selection process shall comply with all University Rules, Policies and Procedures in protecting any personal information received, as outlined in the University's Policies and Privacy Statement.



Please give a short statement on how this educational program will impact you professionally (250 word max):

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Approved: 7-1-15 shp