

CSSAC Employee Scholarship

The Clerical and Service Staff Employee Scholarship has been established to provide financial assistance for college course work to deserving current Purdue University North Central clerical and service staff employees. The Scholarship will be funded through designated donations from clerical, service, administrative staff and faculty through fundraising events coordinated and supported by the Clerical and Service Staff Advisory Committee (CSSAC). Depending on availability additional funding may be available from the administration.

CSSAC will have the authority and responsibility for administering the Scholarship. CSSAC will also be responsible for monitoring the availability of applications, informing all applicants of application deadlines and requirements, determining recipients of Scholarships and announcing recipients in the spring. Note: Current CSSAC Scholarship sub-committee members are not eligible to be considered for the Scholarship.

A subcommittee of PNC personnel, consisting of one administrative/professional staff member, one faculty member, and one clerical/service staff member, will be formed by CSSAC to evaluate the applications and to determine the recipients of the Scholarships.

The funds will be disbursed during the spring semester in accordance with the financial aid disbursement calendar. Any amount not needed for fee payment will be remitted to the student. The recipient may use the funds for any educationally related expense, including both direct expenses and living expenses.

The number and amount of Scholarships will be determined and posted each academic year. The funds will be disbursed through the Bursar's office. The Scholarship will be discontinued if the employee terminates employment with PNC.

In the event the recipient fails to register for classes or changes from regular (at least 50% and benefits eligible) to part-time PNC employee status, the recipient should notify the chair of CSSAC Employee Scholarship sub-committee. The Scholarship will then be awarded to the chosen alternate. The Financial Aid Office and the Bursar's Office will be given the names of the Scholarship recipients as well as the alternates(s).

Scholarship Qualification Requirements

- Full time nine, ten, eleven or twelve month regular employee benefits eligible
- Clerical or service staff with a minimum of one year of continuous service as of application date
- Registered for a minimum of 3 credit hours
- Grant can be used at any Purdue campus
- Application period Nov. 1 to Nov. 30, 2010
- A goal statement is required with the employee application

CSSAC Employee Scholarship Application Form 2010 / 2011

Name: _____

Home Address: _____

Department: _____

Title: _____

Supervisor: _____

Campus Phone: _____ Home Phone: _____

Signature: _____

Date: _____

Return completed application packet by 4:30 p.m., Nov. 30, 2010 to:

Ella Taylor
CSSAC Scholarship Chairperson
Facilities Coordinator
Schwarz 158
Phone Ext. 5531