STAFF ACADEMIC AWARD

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

Award: An academic award of $1,000\(^1\) 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. The award is sponsored by the VP of Business and Finance and the University Foundation Board of Governors.

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 Chico State Enterprises.
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 Recognition Screening Committee
5) A recipient within the past 24 months

Application Submission: October 1, 2020 through November 2, 2020 at 5:00 p.m.

Application Deadline: 5 p.m. On Monday, November 2, 2020; submit forms electronically via email: STAC@csuchico.edu.

Application Procedure: Application forms may be download at the Staff Council website: http://www.csuchico.edu/stac/forms/index.shtml.

It is the applicant's responsibility to:
Follow instructions precisely and submit the completed application packet to the Staff Council Office via email by 5:00 pm on the application deadline date stated above

1. A cover letter stating your past, present and future academic and career goals and objectives, and the purpose for the requested funds. Two pages or less.
2. Two letters of recommendation
3. Current resume

*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.

\(^1\) Award may be subject to taxes.
CALIFORNIA STATE UNIVERSITY, CHICO
STAFF COUNCIL STAFF ACADEMIC AWARD

Name_________________________________________ Date:_____________________

Current employment information at CSU, Chico:

Dept./Division: ____________________________________________
Position Title: _____________________________________________
Work Phone: _______________________________________________
Hours per Week: ___________________________________________
Hire Date: ________________________________________________

Current Status: Graduate Senior Junior Sophomore Freshman Professional Growth

Are you working toward a degree? No_____ Yes_____ If yes, state major _______________________

Are you currently enrolled in an accredited higher education institution? No______ Yes _____ If yes, which institution(s)?_____________________________

What semesters are you enrolled? 20____/____Fall or Spring

List courses needed to complete major objective or attach a Major Clearance Form/Career Development Plan

____________________________________________________________________________________

____________________________________________________________________________________

Are you working on job-related courses? No_____ Yes_____ If yes, list the job-related courses you plan on taking.

____________________________________________________________________________________

____________________________________________________________________________________

Please attach the following:

1. A cover letter stating your past, present and future academic and career goals and objectives, and the purpose for the requested funds. Two pages or less.
2. Two letters of recommendation
3. Current resume

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

____________________________________________________________________________________

Signature of applicant

1 Award may be subject to taxes. Revised Sept. 2020