

**UNIVERSITY OF HOUSTON**  
**STAFF COUNCIL & WOMEN AND GENDER RESOURCE CENTER**  
**2020-2021 SCHOLARSHIP APPLICATION**

The University of Houston Staff Council and the Women and Gender Resource Center (WGRC) are dedicated to providing opportunities for staff members to advance their education. In an effort to simplify the application process and to promote a wider distribution of the available scholarships, Staff Council and the WGRC are pleased to announce that we have combined the scholarship applications. By completing one application, you will have applied for both scholarships. The Staff Council provides ten \$1000.00 scholarships and the WGRC provides five \$1000.00 scholarships to employees who plan to attend degree or job related academic credit classes during the Fall 2020, Spring 2021 or Summer 2021 semesters at the University of Houston Main Campus.

**QUALIFICATION CRITERIA:**

To be considered for these gender-neutral scholarships, the staff member:

- Must be employed in a benefits-eligible position at the University of Houston Main Campus for at least one year as of February 11, 2020.
- Must have completed 6 hours of undergraduate or graduate credits for evaluation.
- Must have a cumulative grade point average of 2.5 or higher.
- Must demonstrate strong commitment to academic excellence and a potential to succeed.

**SELECTION AND AWARD PROCESS:**

A Staff Council/WGRC committee ranks the applications in a blind review process and selects the top fifteen applicants to receive scholarships proportional to the number of applicants at each degree level (undergraduate or graduate).

- Awards are credited to the recipients' UH academic account when proof of registration is received.
- Awards are credited to an academic course (not audit or continuing education) for UH credit during FY21 (Fall 2020, Spring 2021 or Summer 2021).
- Awards apply to that year and cannot be transferred to other semesters. Any recipient who cannot utilize the scholarship should notify the Staff Council Scholarship Committee or the WGRC. Recipients must still be employed by the University on the first day of class of the semester in which the scholarship is to be awarded.
- A previous recipient may re-apply annually for these Scholarships. Recipient may receive only one scholarship each year.

**APPLICATION PROCEDURES:**

Each applicant shall submit an application packet containing the following information by **Friday, May 8, 2020**. (Incomplete packets will not be reviewed).

- ✓ Completed application.
- ✓ All college transcripts. The transcripts do not have to be official copies, but these copies must be legible.
- ✓ Typed essay (**maximum one page, double-spaced, 12 point font**) explaining career goals (professional objectives) and personal statement (why you believe you should receive this scholarship).
- ✓ Your resume. The resume should include awards, honors, achievements, work experience and activities.
- ✓ Two letters of recommendation. Letters should be as specific as possible.

Employee Name \_\_\_\_\_ Employee I.D. \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Job Title \_\_\_\_\_ Department \_\_\_\_\_

Date of Employment (Month/Year) \_\_\_\_\_ Campus Extension \_\_\_\_\_ Department Mail Code \_\_\_\_\_

Supervisor's Name & Title \_\_\_\_\_

Choose One: ☐ Undergraduate ☐ Graduate ☐ Law ☐ Medicine ☐ Optometry ☐ Pharmacy ☐ Doctorate

Choose One: ☐ New Admitted Student ☐ Returning Student ☐ Transfer Student

Major(s) \_\_\_\_\_ College(s) \_\_\_\_\_

Term Enrolled at UH \_\_\_\_\_ # Credit Hours Enrolled \_\_\_\_\_ Current GPA \_\_\_\_\_

If awarded the Scholarship, what term would you like the award disbursed? Fall 2020, Spring 2021 or Summer 2021

I hereby acknowledge that the above information is true and correct and that I meet all scholarship qualifications.

\_\_\_\_\_  
Employee Signature/ Date

If you have any questions, please contact [SCScholarships@uh.edu](mailto:SCScholarships@uh.edu)  
Please submit application packet by 5:00 p.m., Friday, April 10, 2020 to:  
Scholarship Committee, Attn: Jacqueline Chee and Genny Lee  
[SCScholarships@uh.edu](mailto:SCScholarships@uh.edu) | Phone: 713-743-1578