

**STAFF SENATE  
EMPLOYEE SCHOLARSHIP  
GUIDELINES  
(Revised 1/8/2014)**

I. PURPOSE

The Staff Senate Employee Scholarship was established by the Staff Senate of the University of Central Arkansas to assist a staff employee in pursuing a degree at the University of Central Arkansas. The value of the scholarship depends on available funds and the number of applicants. The value may range from \$50.00 to \$300.00 per semester. The scholarship is awarded on a yearly basis to full-time UCA staff employees enrolled in UCA financial aid eligible credit courses.

II. VALUE OF THE SCHOLARSHIP

The number and value of scholarships awarded each year is determined by the scholarship funds available. The value may range from \$50.00 to \$300.00 per semester.

III. ELIGIBILITY

Any applicant for this scholarship must be a full-time staff employee. An applicant must have a 2.5 cumulative GPA at the time of the award, unless they are a new student.

IV. ADDITIONAL REQUIREMENTS

- A. Applications must be submitted online.
- B. Scholarship recipient will be required to work one home football game and two home basketball game as a ticket taker/usher during the year awarded the scholarship. Failure to meet these requirements can result in forfeiture of scholarship for the upcoming semester and can be considered in future awards by the Staff Senate Scholarship Committee.

V. ADMINISTRATION

- A. The funds will be directed by the Staff Senate Scholarship Committee with the approval of the Staff Senate.
- B. Scholarships may be awarded from the principal and/or interest income. The amount and number of scholarships will be recommended by the Staff Senate Scholarship Committee based on available funding.
- C. The Staff Senate Scholarship fund will be deposited in the University of Central Arkansas Foundation, Inc., and the Staff Senate will be the director of the fund.
- D. Guidelines of this scholarship fund may be changed with a two-thirds (2/3) vote of Staff Senate members.
- E. The scholarship selection committee must have at least three members present to vote on recipients, none of whom are applying for the scholarship and/or related to a scholarship committee member.

- F. The scholarship will be awarded on a yearly basis and dispersed per semester based on eligibility.
- G. For the recipient to maintain eligibility, the employee must have a 2.5 cumulative grade point average and have worked one home football game at the end of the fall semester.

VI. AWARD CRITERIA

- A. The applicant should include a brief statement of his/her education goals and plans.
- B. The applicant should include a statement detailing his/her efforts to finance his/her education.
- C. The applicant should state his/her need for the scholarship. Need will be determined by household size, salary range, and other financial aid received.
- D. Tie Breakers:
  - 1. Grade point average
  - 2. Years of employment at UCA
  - 3. Number of credit hours attempting per semester
  - 4. Number of credit hours completed