

## **EDUCATIONAL SUPPORT PROFESSIONALS (ESP) TEACHING CERTIFICATION SCHOLARSHIP**

The ESP Teaching Certification Scholarship is a collaboration between the Northshore School District (NSD) and the Association. Its purpose is to recognize and encourage ESP members who are pursuing certification in the field of education at the undergraduate or graduate level.

The scholarship fund for each school year is \$10,000.00. Scholarship awards will be a minimum of \$2,000.00 per school year. Members may apply and receive one scholarship per year for a maximum of three years. Scholarship recipients will be REIMBURSED for previously paid tuition expenses via a NSD Travel and Expense Reimbursement Claim Form.

This scholarship will be by **REIMBURSEMENT ONLY**. Recipients will be compensated in one payment after documentation of previously paid tuition expenses has been submitted. Documentation will consist of:

- NSD Travel and Expense ("T&E") Reimbursement Claim Form
- Original tuition payment receipt(s)

***All scholarship monies will be deposited directly into the recipient's bank account on file with the district.***

### **ELIGIBILITY and CRITERIA:**

Applicant must provide the following:

- Letter of application stating why you would like to be considered for this scholarship.
- Verification of ESP membership for the past three consecutive school years (contact CUC office manager at 425-486-7101).
- Verification of declared major in education.
- Verification of junior credit equivalent or higher.
- Verification of **current** college/university enrollment, including an outline of a comprehensive education plan leading to certification. (If your coursework is online, please obtain a letter, SIGNED BY THE REGISTRAR OR ACADEMIC ADVISOR, on university letterhead, verifying that you are currently enrolled at this college/university.)
- Completed scholarship application (following).

### **SELECTION PROCESS:**

- The Scholarship Committee, based on all above eligibility and criteria being met, will determine acceptance or rejection of each application.
- Applications received after the deadline date **will not be considered**.
- If more than five (5) qualified applications are submitted, the following criteria will be used as deciding factors:
  - a. ESP membership Seniority Date
  - b. Date and time application is received.

**THIS YEAR'S APPLICATION DEADLINE IS 5:00 PM, Monday, APRIL 19, 2021**

***Educational Support Professionals Teaching Certification Scholarship  
Application Form***

Name \_\_\_\_\_ Employee Number \_\_\_\_\_

Application Date \_\_\_\_\_ Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Job Title \_\_\_\_\_

School Site \_\_\_\_\_ School Phone \_\_\_\_\_

Email \_\_\_\_\_

College/University \_\_\_\_\_

Education Advisor \_\_\_\_\_

College/University Address \_\_\_\_\_

**Applicant's Signature:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

**Please include the following with this application:**

- Letter to the Scholarship Committee stating why you would like to be considered for this scholarship.
- Verification of ESP membership for the past three consecutive school years (contact CUC office manager at 425-486-7101).
- Verification of declared major in education.
- Verification of junior credit equivalent or higher.
- Verification of current college/university enrollment, including an outline of a comprehensive education plan leading to certification. (If your coursework is online, please obtain a letter, **SIGNED BY THE REGISTRAR OR ACADEMIC ADVISOR**, on university letterhead, verifying that you are currently enrolled at this college/university.)
- Completed scholarship application.

Please make a copy of this application and all documentation for your records. Submit this application and all original documents to: Robbi Reed @ [robbi.reed@washingtonea.org](mailto:robbi.reed@washingtonea.org)

**APPLICATION DEADLINE IS 5:00 PM, MONDAY, APRIL 19, 2021.**