

Texas A&M University at Galveston
2011 Employee Scholarship Program

To be eligible for a scholarship to cover enrollment in TAMUG classes, a TAMUG employee must:

- Be a full-time employee with a minimum of 12 months of service.
- Have a minimum performance rating of "Meets Expectations" on their most recent performance evaluation.
- Have supervisor approval.
- Be admitted to TAMUG based on published admission criteria.
- Enroll in undergraduate classes only.
- Comply with published policy regarding release time if classes are taken during the employee's regular work hours.
- Be a Texas resident.
- This application must be submitted to the TAMUG Financial Aid Office before the first day of class.

The scholarship will be provided for a maximum of four semester credit hours during the Fall or Spring terms, based on the schedule below. This schedule includes basic costs, but does not include laboratory, field trip or enhancement fees. Employees will typically cover these costs individually. Employees that plan to enroll in six or more credit hours per semester are highly encouraged to consult with a financial aid counselor. If recommended, the employee is encouraged to complete the FAFSA process. If qualified, federal, state and local grant aid as well as employee waivers will be applied prior to institutional scholarship funds.

Interested employees should complete a scholarship application online or at the Office of Student Financial Aid. As of 2010, a brief statement about your educational goals and aspirations will be required. Priority will be given to employees seeking a first baccalaureate degree. Scholarship eligibility will be selected by the Associate Director of Student Financial Aid, the Director of Human Resources, and the Associate Vice President for Enrollment Management. Final awards must be approved by the employee's supervisor. Awards are limited and will be made on a first-come, first-served basis as resources are available.

Employee Scholarship Application/2011 Authorization Form

NAME: _____

UIN: _____ Telephone: _____

SUPERVISOR:

The employee must have supervisor approval to take class.

As the supervisor, do you approve? YES / NO

Signature

Date

HUMAN RESOURCES:

The employee must be a full-time employee with a minimum of 12 months of service, must have a minimum performance rating of "Meets Expectations" on their most recent performance evaluation and must comply with published policy regarding release time if classes are taken during the employee's regular work hours.

Does the employee meet these requirements? YES / NO

Signature

Date

ADMISSIONS:

The employee must be admitted to TAMUG based on published admission criteria, may enroll in undergraduate classes only, and must be a Texas Resident.

Does the employee meet these requirements? YES / NO

Signature

Date

FINANCIAL MANAGEMENT SERVICES:

The employee must complete an employee waiver.

Has this waiver has been completed? YES / NO

Signature

Date



