

Fred. E. Freeman Staff Scholarship

From the Office of Human Resources

The Fred E. Freeman Staff Scholarship Fund was established in 1994 with funds willed to the University by Mr. Freeman for the purpose of providing staff the opportunity to further their education. His generosity continues to enhance the development of staff members through this fund by providing scholarships covering post-secondary education, certification and college degrees.

The scholarship covers tuition and the maximum award is \$1,000 per semester. This is in addition to the University's staff tuition reimbursement benefit. The scholarship is renewable as long as the recipient continues to be a full-time, regular non-exempt staff member and enrolls in at least one course each fall and spring semester.

Eligibility

Applicant must:

- Be a regular full-time non-exempt staff member
- Have completed a minimum of three (3) years of full-time service with the University as of the first day of class
- Continue full-time, regular non-exempt staff employment

Selection

Scholarships are awarded by the selection committee based upon the following criteria:

- Written essay
- Post secondary educational background
- Relevance of the field of study to current or future employment at the University
- Supervisory recommendation
- Years of service with the University

Application Process

- Review the policy and obtain a scholarship application from Human Resources or on the web at <http://hr.nd.edu/nd-faculty-staff/forms-policies/fred-e-freeman-staff-scholarship>.
- Complete the application in full, including your supervisor's recommendation and personal essay.
- Return the completed application to Office of Human Resources, 200 Grace Hall, **no later than June 10, 2011**.

For more information contact *askHR* at 631-5900, askHR@nd.edu, or visit our website at www.hr.nd.edu