



The mission of the Employee Focus Group (EFG) is to help improve and provide the highest quality work environment for the employees of Facilities Management, Procurement Services, and Department of Public Safety. We strive to improve the quality of life by promoting the value of learning, self-worth, and quality performance among staff so that they may become productive and responsible participants in society.

SCHOLARSHIP APPLICATION

Instructions: Please review the eligibility requirements and all other guidelines found in the scholarship policies before completing this application. Submit the completed application and checklist to Brittini Bolden in FM 315.

Please check one:

New Applicant (Employee) Returning Applicant (Employee) New Applicant (Dep/Spouse) Returning Applicant (Dep/Spouse)

If you are a UA Little Rock Employee, please check the department you work for, and fill in the following requested information:

Facilities Management Procurement Services Department of Public Safety

Applicant's T Number: _____ **Applicant's Direct Supervisor:** _____

If you are a Dep /Spouse of a full-time, benefits-eligible employee from one of the departments listed above, please provide the following information:

Employee's Name: _____ **Employee's Dept:** _____

PERSONAL INFORMATION:

Last Name: _____ First Name: _____ MI: _____

Email Address (UALR if Employee) _____ Phone: _____

Major/Program: _____

ACADEMIC-RELATED INFORMATION:

NOTE: ONLY NEW APPLICANTS ARE REQUIRED TO COMPLETE THIS SECTION. LEAVE BLANK IF YOU ARE A RETURNING APPLICANT!

College Attended: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

ADDITIONAL INFORMATION:

Total credit hours you plan to enroll in for this semester: _____

Please select what you need this scholarship to pay. Tuition & books Tuition only Books only

Do you expect to receive another scholarship, grant, financial aid, etc. for this semester? Yes No

Which Campus do you plan to attend? UA Little Rock Pulaski Tech Other College within U of A System
(Restrictions apply. See policy for details.)

If you checked "Other College within U of A System," please specify which college here: _____

I certify that all information on this application is accurate to the best of my knowledge. I further certify that I am the original author of the attached essay (if applicable). I understand that incomplete applications will not be considered for this particular scholarship. By signing this application, I agree to all Employee Focus Group terms and conditions to receive this scholarship.

Signature: _____ Date: _____

APPLICATION CHECKLIST

Applicants, once you've completed the application page, locate the section below that is specific to you, and **submit all requested documentation along with your application and this checklist page.**

CHECKLIST FOR NEW APPLICANTS – EMPLOYEES ONLY

- Reviewed the requirements outlined in the policy and met all necessary criteria
- Completed, signed, and dated application
- Handwritten or typed essay stating why you are a good candidate for the scholarship and your goals for attending college
- Copy of unofficial transcript if you have taken college courses in the past
- Proof of submitting the Employee Tuition Discount Form to the Department of Human Resources
- Proof of applying for the FAFSA if you will be an undergraduate student taking 6 or more credit hours
- Copy of detailed student account balance after the tuition discount and all other financial aid has been applied
- Copy of class schedule

CHECKLIST FOR RETURNING APPLICANTS – EMPLOYEES ONLY

- Reviewed the requirements outlined in the policy and met all necessary criteria
- Completed, signed, and dated application
- Final grades from previous semester (must show grades and cumulative GPA)
- Returned prior semester's textbooks if you purchased or rented them with FM scholarship funds
- Proof of submitting the Employee Tuition Discount Form to the Department of Human Resources
- Proof of applying for the FAFSA if you will be an undergraduate student taking 6 or more credit hours
- Copy of detailed student account balance after the tuition discount and all other financial aid has been applied
- Copy of class schedule

CHECKLIST FOR SPOUSES & DEPENDENTS - NEW APPLICANTS ONLY

- Reviewed the requirements outlined in the policy and met all necessary criteria
- Completed, signed, and dated application
- Handwritten or typed essay stating why you are a good candidate for the scholarship and your goals for attending college
- Copy of unofficial transcript if you have taken college courses in the past
- Proof of submitting the Spouse/Dependent Tuition Discount Form to the UA Little Rock Department of Human Resources
- Proof of applying for the FAFSA if you will be an undergraduate student taking 6 or more credit hours
- Copy of detailed student account balance after the tuition discount and all other financial aid has been applied
- Copy of class schedule

CHECKLIST FOR SPOUSES & DEPENDANTS – RETURNING APPLICANTS ONLY

- Reviewed the requirements outlined in the policy and met all necessary criteria
- Copy of final grades from previous semester
- Proof of submitting the Spouse/Dependent Tuition Discount Form to the UA Little Rock Department of Human Resources
- Proof of applying for the FAFSA if you will be an undergraduate student taking 6 or more credit hours
- Copy of detailed student account balance after the tuition discount and all other financial aid has been applied
- Copy of class schedule

Please submit your completed application to Brittini Bolden in FM 315 by the application deadline. Failure to submit the application and all required documents on time may result in your application being delayed or denied. If you have any questions about this application, please contact Brittini Bolden at 501.682.2307 or bnbalden@ualr.edu