

SHEPHERD UNIVERSITY
CLASSIFIED EMPLOYEES CHILDREN'S SCHOLARSHIP
FUND APPLICATION GUIDELINES 2023-2024

I. PURPOSE

The Classified Employees Children's Scholarship Fund was established by the Classified Employees Council for the purpose of awarding monetary grants to children of full-time Classified Employees. The scholarship is to be used exclusively by the student recipients for expenses in pursuit of a degree at Shepherd University.

II. ELIGIBILITY

1. The applicant must be the child of a full-time Classified Employee. The child may be either biological, adopted, or step. Also eligible are children who are currently, or were previously, under legal guardianship of a full-time Classified Employee through the age of 18.
2. The Classified Employee must have been employed full-time at least six months prior to the start of the upcoming semester. Previous part-time employment at the University will be considered to establish an EST (Equivalent Start Date).
3. The applicant must be enrolled as a full-time student at Shepherd University.
4. Freshman applicant's eligibility will be determined by a needs assessment from the Office of Financial Aid as well as by ACT and SAT scores and high school transcripts.
5. The continuing student must demonstrate Satisfactory Academic Progress (SAP), as outlined by Shepherd University.
6. The continuing student must maintain at least a minimum Shepherd University GPA of 2.0 and a minimum cumulative GPA of 2.0.

III. PROCEDURES

1. Applicants must submit a Free Application for Federal Student Aid ([FAFSA](#)) 2023-2024.
2. Return the completed *Classified Employees Children's Scholarship Fund* application to the Office of Financial Aid addressed to the attention of Jacob Witt by May 1, 2023.
3. The scholarship is awarded for the academic year and is divided equally between fall and spring semesters. Disbursement of funds occurs at the beginning of each semester.

Please contact any of the following committee members with questions or concerns:

Karen Fisher 5388

Teresa Newcome 5187

Lori Moy 5227

Shepherd University

Classified Employees Children's Scholarship Application 2022-2023

Full Name of Student: _____

Permanent Address: _____

Phone Number: _____

Campus Address: _____

Campus Phone #: _____ Shepherd Rambler ID # _____

Academic Classification ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior

Are you a transfer student? ☐ Yes ☐ No If Yes, Institution Name: _____

Are you enrolled full time? (12 or more academic hours) ☐ Yes ☐ No

Anticipated graduation date: _____ Cumulative GPA: _____
(returning students)

Father's Full Name: _____

Shepherd Employee: ☐ Yes ☐ No Date of Employment at Shepherd: _____

Department/Office: _____

Mother's Full Name: _____

Shepherd Employee: ☐ Yes ☐ No Date of Employment at Shepherd: _____

Department/Office: _____

Legal Guardian's Full Name: _____

Shepherd Employee: ☐ Yes ☐ No Date of Employment at Shepherd: _____

Department/Office: _____

I hereby certify that the information on this application is true and correct to the best of my knowledge.
By signing this release I am giving the Shepherd University Classified Employees Scholarship Committee permission to obtain needed information from the Office of Financial Aid, Human Resources, and the Registrar's Office.

Applicant's Signature: _____ Date: _____

DEADLINE: May 1, 2023 - Return to: The Office of Financial Aid, Gardiner Hall - Jacob Witt