



SYSTEM STAFF COUNCIL

SYSTEM OFFICES STAFF SCHOLARSHIP PROGRAM

(Admission to an institution of Higher Education must be completed and approved by the application deadline.)

Name: _____ Phone #: _____
 Department: _____ UIN#: _____
 E-Mail Address: _____ Semester: Fall Spring Year: _____

Please attach a copy of your enrollment verification dated no more than 15 business days prior to the application due date.

Employee Signature

Date

***Please be aware that if the sum of all educational assistance received due to your status as an employee of TAMUS exceeds \$5,250 in any calendar year, the overage will be subject to both FICA (Social Security & Medicare) and Federal Income Tax. TAMUS educational assistance includes the Employee Tuition Assistance, The Barry B. and Sandra Thompson 'Brass Ring' Endowed System Administrative and General Office Employee Scholarship, and/or the Staff Council Scholarship. For questions, please email so-payroll@tamus.edu.**

DEPARTMENTAL APPROVAL

Employees are eligible to utilize up to three hours of education release time via [System Regulation 31.99.01](#). If you have any questions regarding arrangements for time off, please contact the HR Office at systemofficesemployment@tamus.edu or at (979)458-6169.

Arrangements for time off to attend classes are acceptable and class attendance will not interfere with the accomplishments of duties or the work of the department.

Supervisor Signature

Date

Scholarship Committee Only:

Date Received: _____

Approved: _____

Date Funded: _____

Funding Amount: _____