

**HOWARD UNIVERSITY  
SCHOOL OF EDUCATION**

www.howard.edu/schooleducation

**Trustee Scholarship & Graduate Assistantship**

**Application**

**Fall 2009 – Spring 2010**

**See reverse side for application instructions and due dates**

Please check all that apply:

- I would like to be considered for a Trustee Scholarship  
 I would like to be considered for an Assistantship  
 I have previously been awarded a Trustee Scholarship. Year(s): \_\_\_\_\_  
 I have previously been awarded a Graduate Assistantship. Year(s): \_\_\_\_\_  
 I have previously been awarded a School of Education Scholarship (other than the Trustee Scholarship or Graduate Assistantship).

Name of Scholarship(s): \_\_\_\_\_

Year(s) Awarded: \_\_\_\_\_

Name:

Social Security Number:

Local Address:

Permanent Address:

Place of Birth:

Email Address:

HU ID No. (current students only):

Local Telephone No.:

Permanent Telephone No.:

U.S. Citizen/Permanent Resident (select from menu):

Admission Status (please check one):

- I have applied for admission  
 I have been accepted  
 I have been provisionally accepted  
 I am a continuing student

College/Program:

Major:

Faculty Adviser:

Degree Sought (select from Menu): B.S.

For current/prospective graduate students only:

Previous Degree(s)

Institution(s)

Completion Date

GPA (if possible)

For current Howard University students only:

When were you admitted? (*Semester/Year*)

Number of semester hours earned to date:

Cumulative GPA:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# HOWARD UNIVERSITY SCHOOL OF EDUCATION

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## GENERAL AWARD AND APPLICATION INFORMATION

Most students in the School of Education receive some form of financial aid, either through the School of Education or through the Financial Aid Office. The School of Education provides need and merit based scholarships and assistantships to qualified students.

## SCHOLARSHIPS

Scholarships are awards based on academic merit and financial need. Graduate students must have been enrolled at Howard for at least TWO semesters prior to the award with a 3.2 or better GPA. Undergraduate students must have been enrolled at least TWO semesters prior to the award with a 3.0 or better GPA. Applicants must be in a School of Education program and enrolled in a minimum of 12 undergraduate hours or 9 graduate hours. In some instances, entering students may qualify for scholarships. Graduate Trustee Scholarship recipients may be assigned as faculty assistants. The specific conditions of the award will be detailed in the Dean's notification letter.

## ASSISTANTSHIPS

There are two types of Assistantships in the School of Education. Typically, students with Assistantships receive a monthly stipend; a small number of Assistantships offer tuition remission in addition to the monthly stipend.

Assistantships require students to work 20 hours per week. Students may be assigned to one or more faculty members. Students may assist faculty with research projects, undergraduate classes, or complete other duties as required. Occasionally, students may be temporarily assigned to a special project. Students are expected to report for work at the start of the academic year and work through the end of the academic year. Students who do not satisfy the work requirements will not receive the award the subsequent semester.

## APPLICATION REQUIREMENTS

- A completed application, all information must be current, accurate, complete, and legible
- A current resume
- A personal statement which must include:
  - a description of your academic and career aspirations
  - why you should receive need-based and/or merit-based financial support from the School of Education
- Two recent letters of recommendation, which must:
  - be submitted in sealed envelopes with your application
  - be addressed to the: Associate Dean, School of Education
- A copy of your transcript

Please note that applicants may be interviewed by the Faculty Committee, SOE Department Chairs & Faculty, and/or a representative from the Office of the Dean.

## APPLICATION DUE DATES & SUBMISSION INSTRUCTIONS

Applications are due on by March 1, 2009. You may submit your application in person or by mail. Should you choose to mail your application, please use the address below:

Howard University  
School of Education  
ATTN: Dr. Melanie Carter, Associate Dean  
2441 Fourth Street, NW  
Washington, DC 20059

**Applications received after March 15 will be considered only if funds are still available. Incomplete applications will not be considered.**