

# The June S. Stillman Endowed Memorial Scholarship

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Accepting applications January 1, 2019 – April 1, 2019.



THE **JUNE S. STILLMAN ENDOWED MEMORIAL SCHOLARSHIP**  
FOR UCF LIBRARIES STUDENT ASSISTANTS &  
USPS STAFF  
**2019-2020**

The June S. Stillman Memorial Endowed Scholarship for UCF Libraries Student Assistants and USPS Staff was established at the University of Central Florida by friends and family of Ms. Stillman after her untimely death in 1998. It is not necessarily based on financial need. This \$2,000 scholarship is awarded in its entirety in the fall semester to a UCF Libraries student assistant or USPS staff member. This scholarship is awarded strictly on the basis of the criteria noted below.

**APPLICANTS MUST: (Checklist)**

- 1. have an overall **GPA** (for all college credits) as of April 1, 2019 **of 2.5** or higher.
- 2. be at the time of application either a:
  - a. full-time undergraduate student taking 12 or more hours,
  - b. full-time graduate student taking 9 or more hours or
  - c. USPS staff member taking 3 or more hours.
- 3. have worked in the UCF Libraries either:
  - a. as a student assistant for **three (3) full semesters** (not necessarily consecutive) within the last two years as of April 1, 2019. Spring 2019 semester may count as the third semester **or**
  - b. as a regular full-time USPS employee for a minimum of **twelve (12) months** within the last five years as of April 1, 2019.
- 4. use the scholarship to pursue educational goals **at UCF**
- 5. be (and remain) a registered **full-time** UCF student (*undergraduate: 12 or more hours; graduate: 9 or more hours; or USPS: 3 or more hours*) for the entire Fall 2019 semester (time of receipt of award).
- 6. complete back/second page of this form.
- 7. attach the following to this form:
  - a. current official **transcript** or class audit report or Graduate Plan of Study<sup>1</sup> (for grad students) (if the audit report or GPS is used it may be verified by original official transcript if awarded the scholarship).
  - b. a total of three **signed letters of recommendation** (electronic letters may be used), one from each of the following:
    - Library: one of their library supervisors\*\*
    - Academic: a former or current teacher, professor, or advisor
    - Personal: a person (other than a family member) acquainted with you for at least one calendar year.

**\*\*NOTE:** Members of the Selection Committee may write a letter of recommendation, but they must recuse themselves from the Selection Committee.

- c. a 500-word **essay** discussing professional and educational goals, and reasons for furthering their education
- d. a **résumé** or personal statement including the following:

**AWARDS/COMMUNITY SERVICE** – describe personal accomplishments in community organizations, church or service groups, etc. Include military service if applicable. List dates, positions held, and any awards or scholarships received. Include any relevant information that might influence the scholarship selection committee's decision.

**WORK HISTORY** – describe current or former job(s) in the UCF Libraries (position, responsibilities, accomplishments). Describe one valuable contribution that applicant has made at the UCF Libraries. Describe any previous or non-Libraries job(s) or volunteer positions the same way.

**EDUCATION** – list training, degrees, or certificates earned after high school including names of schools and dates.

**RETURN THIS FORM WITH ALL ATTACHMENTS TO:**

Attn: June S. Stillman Memorial Endowed Scholarship  
Library Administration Office  
Fifth Floor, Room 512  
University of Central Florida Libraries  
Orlando, FL 32816-2666

**Deadline: Application and all required paperwork must be received in the Library Administration Office by 5:00 p.m., Monday, April 1, 2019**

<sup>1</sup> Graduate Plan of Study (GPS) is what grad students have access to and generally works fine. However, if the spring semester is the candidate's first semester the GPS will not show a GPA. In those cases the applicant should provide a class audit of undergraduate work along with the GPS, which will show current classes taken.

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FOR UCF LIBRARIES STUDENT ASSISTANTS AND USPS STAFF  
2019-2020

**Application Form**

<input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr.	_____	_____
	Name	PID
Address:	_____	
	(Street/Apt. or Post Office Box)	
	_____	_____
	City	State Zip
Telephone:	_____	
E-mail:	_____	

Student Status:	<input type="checkbox"/> Undergraduate	Class Level	_____
	<input type="checkbox"/> Graduate	UCF Major	_____
Check One:	UCF Libraries Student Assistant <input type="checkbox"/>	UCF Libraries USPS employee	<input type="checkbox"/>
Date of Hire or inclusive dates employed	_____		
Total completed <b>months</b> of Libraries employment as of April 22, 2019	_____		

**NOTE: Before submitting this application, applicants are strongly advised to ascertain what effect, if any, receipt of this award will have on his or her current or future financial assistance awards, including Federal Work Study.**

I understand that completion of this application authorizes the Student Financial Assistance Office to release information to the scholarship selection committee.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date