The 2013 USS Donald and Mary Ellen Passantino

International Students and Students with Disabilities Scholarship

and the Ernesto Malave Merit Scholarship

Application

## INSTRUCTIONS

* All completed applications are to be submitted to the office of Chief Student Affairs Administrator of your campus by **March 15, 2013**.
* Only typed or legibly printed application forms will be considered.
* All essays must be typed.
* One application per person.
* Incomplete applications will not be considered.

**Please indicate which scholarship you are applying for:**

* The Don and Mary Ellen Passantino Scholarship (for INTERNATIONAL students)
* The Don and Mary Ellen Passantino Scholarship (for students with DISABILITIES)
* The Ernesto Malave Merit Scholarship

**I. PERSONAL DATA**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Last Name First Name Middle Name

MailingAddress: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security Number or Student Identification Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### II. ACADEMIC INFORMATION

CurrentCollege: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Matriculation/degreeprogram: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Currentcollegeattendancedates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total credits needed to complete degree: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of credits you are currently enrolled for (current semester): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of credits you plan to take in the next semester: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of credits earned towards your degree (including current semester):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grade Point Average: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**III. FINANICIAL ASSISTANCE INFORMATION:**

Please state any other type of scholarships or financial assistance from any other sources you have received this semester: If none please leave blank.

|  |  |  |
| --- | --- | --- |
| **Scholarship/Financial Aid** | **What Type?** | **Amount** |
| *(Example)* CUNY Scholarship | CUNY Leadership Award | $200.00 |
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If more space is needed, please add an additional page.

**IV. PERSONAL ESSAYS:**

Include **two** typed original essays of no more than three hundred words **each**:

1. Three hundred (300) words stating why would you benefit from this scholarship and how do you believe you have earned it?
2. Three hundred (300) words stating your field of interest, current projects, future plans, etc.

**V. RESUME:**

Please attach your resume to the application.

**VI. DOCUMENTATION:**

Each ***international student*** application must be accompanied by:

1. I-20
2. A copy of the F1 Visa
3. A copy of the I-94 Card
4. A letter verifying eligibility from the International Student Advisor.
5. Form RF 702 \* (which can also be found at: <http://www.uss.cuny.edu/opportunities/rf-702.pdf> )
6. Form W-8BEN \* (which can also be found at: <http://www.irs.gov/pub/irs-pdf/fw8ben.pdf> )

\* Both forms can be found attached to the application or at the links listed above.

Each application for ***students with disabilities*** must be accompanied by:

1. A letter verifying eligibility from the Director of Disability Services.

##### VII. DECLARATION FORM:

#### SCHOLARSHIP WAIVER

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to permit access to all my registrar and bursar records that may be needed to verify eligibility for the Ernesto Malave Merit Scholarship or the University Student Senate Donald and Mary Ellen Passantino International Students & Students with Disabilities Scholarship.

Only the Chief Student Affairs Officer and key staff of the Central Office of Student Affairs, or designee, may have access to this information.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant Signature Date

#### APPLICANT’S DECLARATION

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, declare that the information contained in this application is accurate and that I have not knowingly or willfully made false statements, or omitted information in connection with this application. I am well aware that if this information is found to be false or misleading, my application will be rejected and not considered for review.

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Applicant Signature Date

##### CHECKLIST

The following is a list of items necessary to complete the application for a USS scholarship. It is important that the applicant submit all the documentation required in order to ensure proper completion of application.

* Application
* 2 Letters of Recommendation
* 2 Personal Essays
* Resume
* An official letter verifying enrollment of the current academic year.
* An official transcript (first semester graduate students must include both graduate and undergraduate transcripts).
* Bursar receipts for the current and upcoming semesters.
* Signed *Declaration Form*

FOR INTERNATIONAL STUDENTS ONLY

* I-20
* A copy of F1 Visa
* A copy of I-94 Card
* A letter verifying eligibility from your college International Student Advisor
* Form RF 702 (which can also be found at: <http://www.uss.cuny.edu/opportunities/rf-702.pdf> )
* Form W-8BEN (which can also be found at: <http://www.irs.gov/pub/irs-pdf/fw8ben.pdf> )

FOR STUDENTS WITH DISABILITIES ONLY

* A letter verifying eligibility from your college Director of Disability Services

### Additional Requirements for *International Students*:

* International students must be in valid F-1 or J-1 immigration status during the semester in which they are applying for the scholarship, and during the semester in which the scholarship is awarded.
* International students are required to maintain full-time credit and course-loads.
* The following documents must accompany their application packet:
1. I-20
2. A copy of the F1 Visa
3. A copy of the I-94 Card
4. A letter of verification from the International Student Advisor.
5. Form RF 702 \* (which can also be found at: <http://www.uss.cuny.edu/opportunities/rf-702.pdf> )
6. Form W-8BEN \* (which can also be found at: <http://www.irs.gov/pub/irs-pdf/fw8ben.pdf> )

\* Both forms can be found attached to the application or at the links posted above.

### Additional Requirements for the *USS Donald and Mary Ellen Passantino International Students and Students with Disabilities Scholarship*:

Only graduate students with *disabilities* and/or *international* students are eligible.

* Applicants to the USS Donald and Mary Ellen Passantino International Students and Students with Disabilities Scholarship must have attained a minimum grade point average of 2.5.
* For students with disabilities, applications shall be accompanied by a letter of verification from the college’s Director of Disability Services.

### Additional Requirements for the *Ernesto Malave Merit* *Scholarship*:

Applicants to the Merit Scholarship must have attained a 3.5 GPA average

All applications must be received by the Office of the Vice President for Student Affairs, The Graduate Center, 365 Fifth Avenue - Room 7301-- New York, New York 10016, by March 15.