

CLASSIFIED EMPLOYEES' BOOK SCHOLARSHIP

Eligibility Requirements

1. Current full-time TMCC Classified Employees may apply for a book scholarship if they have completed their "Probationary Period" and have "Permanent Status."
2. Current half-time or benefits eligible TMCC Classified Employees (.5-.99 FTE) may apply for a book scholarship if they have completed their "Probationary Period" and have "Permanent Status."
3. Book scholarships are applicable only to courses that are taken at NSHE Institutions (TMCC, UNR, etc.).
4. Dependents or spouses of TMCC Classified Employees are not eligible for book scholarships; Classified Employees who are working but are "On Leave without Pay" are not eligible for book scholarships; retired TMCC Classified Employees are not eligible for book scholarships.
6. A book scholarship will pay the cost of one "Required" textbook for one course during a fall or spring semester OR a grant may cover the cost of more than one required textbook for one course (requiring multiple textbooks) for fall or spring semester not to exceed the amount of \$80. Summer session and Workforce Development and Continuing Education classes are not eligible for book scholarships. Original sales receipt(s) must be submitted with application.
7. Book scholarships will be awarded depending upon the availability of funds in the Classified Council Book Scholarship account from fundraising activities.

Briefly summarize your educational goals and why the course related to your book scholarship application is important to you. Also, please state if you believe the course could assist you in getting an upgrade or promotion:

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NSHE Institute:	
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Semester:	<input type="checkbox"/> Fall <input type="checkbox"/> Spring Year: _____
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Course Information:	Name of Course:			
	Course Prefix:	Course Section:	Call Number:	

Text Book Information:	Title of Required Text Book:			
	Price: \$	ISBN:		

Employee Information:	Employee Name:			
	Department:	Position:		
	Employee ID #:	Telephone #:	-	-
	Hire Date:	_____ / _____ / _____	Hours Worked per Week:	

Employee Agreement for Reimbursement by TMCC:

I understand that if I do not successfully complete this training as defined in State Administrative Manual 284.490, I will not be reimbursed for the cost of the book(s). A class is "not successfully completed" if the student drops the class, quits attending, terminates employment at TMCC, receives an incomplete, or does not receive a grade of 'C' or better.

_____ Signature:	_____ / _____ / _____ Date:
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