

2024 NSD EDUCATIONAL SUPPORT PROFESSIONALS (ESP) TEACHING CERTIFICATION SCHOLARSHIP

The Educational Support Professional (ESP) Teaching Certification Scholarship (see [Appendix J of the ESP Collective Bargaining Agreement](#) (CBA) is a collaboration between the Northshore School District (NSD) and the Northshore Education Association (NSEA). Its purpose is to recognize, encourage and support ESP members who are pursuing certification in the field of education at the undergraduate or graduate level. It is only available to those members who are in good standing and verified members for a minimum of three (3) school years. **DEADLINE: Wednesday, April 19, 2024 at 5:00pm.**

The scholarship fund for each school year is up to \$10,000.00*. Scholarship awards will be a minimum of \$2,000.00* per school year. Members may apply and receive one scholarship per year for a **maximum of three years**. Scholarship awardees will be **REIMBURSED** for previously paid tuition expenses incurred between September 1 and August 31 of the application year via a [Northshore School District Travel and Expense Reimbursement Claim Form](#).

**Amount subject to bargaining*

ELIGIBILITY and CRITERIA:

Applicant must provide the following:

1. Letter of application stating why you would like to be considered for this scholarship.
2. Verification of ESP membership for the past three consecutive school years. To get this the applicant must email Chenoa Gray-Brewer at the Cascade Uniserv Council (who coordinates NSEA membership) at CGray@WashingtonEA.org and ask for Verification of ESP membership for the past three consecutive school years
3. Verification of declared major in education on letterhead from the applicant's college/university.
4. Verification of junior credit equivalent or higher on letterhead from the applicant's college/university.
5. Verification of **current** college/university enrollment, including an outline of a comprehensive education plan leading to certification.
 - a) If your coursework is online, you must obtain a letter verifying that you are currently enrolled at this college/university.
 - b) The letter must be **SIGNED BY THE REGISTRAR OR ACADEMIC ADVISOR** on letterhead from the applicant's college/university.
6. Complete the **Educational Support Professionals (ESP) Teaching Certification Scholarship Application**.

APPLICATION DEADLINE IS WEDNESDAY, APRIL 19, 2024 at 5:00pm.

SELECTION PROCESS:

1. The NSEA Scholarship Committee will meet to determine acceptance or rejection of each application within 30 days after the deadline.
2. Applications received after the deadline date or applications that are not complete ***will not be considered.***
3. If more than five qualified applications are submitted, the following criteria will be used as deciding factors:
 - ESP Seniority Date, and
 - Date and time received.
 - **DEADLINE: Wednesday, April 19, 2024 at 5:00pm.**

AWARD PROCESS:

1. This scholarship is **REIMBURSEMENT ONLY.**
2. Awardees are compensated in one payment after documentation of previously paid tuition expenses is submitted to the Northshore School District Accounts Payable Department.
3. Documentation consists of:
 - Completed [NSD Travel and Expense \("T&E"\) Reimbursement Claim Form](#)
 - Original tuition payment receipt(s).
4. If your application is approved, all scholarship monies will be deposited directly into the recipient's bank account on file with the district.

Educational Support Professionals Teaching Certification - Scholarship Application Form

Name _____ Employee Number _____

Application Date _____ Mailing Address _____

City _____ State _____ Zip Code _____

Home Phone _____ Job Title _____

Home Email _____ Work Email _____

College/University Attending _____

Name of Education Advisor _____

College/University Mailing Address _____

City _____ State _____ Zip Code _____

Applicant's Signature:

_____ Date _____

Please include the following with this application:

- Letter of application stating why you would like to be considered for this scholarship.
- Verification of ESP membership for the past three consecutive school years (email CUC office manager Chenoa Gray-Brewer at CGray@WashingtonEA.org).
- Documentation and verification of declared major in education related field.
- Documentation and verification of junior credit equivalent or higher.
- Verification of current college/university enrollment, including an outline of a comprehensive education plan leading to certification.
 - If your coursework is online, please obtain a letter, SIGNED BY THE REGISTRAR OR ACADEMIC ADVISOR, on university letterhead, verifying that you are currently enrolled at this college/university.
- Completed scholarship application form (above).

Please make a copy of your completed application and all attached documents for your records.
Submit application and all original documents to **Sarah Beeson, sbeeson@nsd.org**.

APPLICATION DEADLINE IS WEDNESDAY, APRIL 19, 2024 at 5:00pm.