

## **Guidelines for the Koffend Field Study Scholarship**

### **Purpose:**

Thanks to a generous donation by the Koffend family, a scholarship has been established to support Community Studies students going on field study.

### **Amount to be awarded:**

The Koffend Scholarship will provide up to a total of \$1000 for one or more qualified students. The \$1000 may be given to one student, or split between several.

### **Who is eligible?**

Any Community Studies major is eligible. While financial need is a factor in the decision awarding the Scholarship, demonstrated financial need is not an absolute requirement for this scholarship.

### **Application deadline:**

The Deadline for 2016 applications, including all supporting materials, is 3 PM FRIDAY, May 6, 2016, to the Community Studies Department office, 213 Oakes College, or emailed to [vlopez1@ucsc.edu](mailto:vlopez1@ucsc.edu).

### **When is the money available?**

The scholarship must be used for a Summer/Fall 2016 field study. Awardees will be expected to submit a brief final report for the scholarship committee upon the completion of their internship. Scholarships will be announced by May 13, 2016.

### **What can the money be used for?**

The money can be used to help pay for any costs associated with a field study or internship except rent and food at typical Santa Cruz levels. Examples might include but are not limited to: travel expenses related to a field study or for getting to the location, film, supplies, equipment (such as cameras, recorders, computers, software), materials you expect to use (like art supplies, pencils, notebooks). Extraordinary living expenses associated with a field study may be considered.

### **What are the selection criteria?**

The decision will be made by a committee composed of CS faculty and staff. We will be looking for well-thought-out proposals that relate the field study to the student's more general educational goals. Students should be in good academic standing and have a specific proposal for how they will spend the money. Though financial need is one consideration (see Eligibility), it is not the sole consideration. Students do not need to be financial aid eligible.

### **To whom can I direct questions about this scholarship?**

Please contact Veronica Lopez-Duran, Oakes 213, [vlopez1@ucsc.edu](mailto:vlopez1@ucsc.edu), 459-2371.

# Koffend Field Study Scholarship Application

SID#: \_\_\_\_\_ Name: \_\_\_\_\_

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

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Faculty sponsor: \_\_\_\_\_

Amount requested: \_\_\_\_\_

Name/location of field study organization: \_\_\_\_\_  
\_\_\_\_\_

.....

I give the Koffend Scholarship Committee permission to review my academic file:

\_\_\_\_\_  
(Signature)

.....

1. Prepare a 1-3 page description of your planned field study. Tell us what the organization does and what the focus of your work will be. Tell us how the field study relates to your academic program and how you will apply the field study experience toward your future plans. If you are seeking other scholarships, please let us know that.
2. Please include a letter in support of your proposed field study/internship from a faculty member.
3. Please include an informal copy of your UCSC transcript (downloadable from student portal).
4. Please include an itemized budget on how you intend to use the scholarship funds.

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Scholarships will provide up to a total of \$1000 depending upon the number and quality of applications received. Scholarships may be awarded which only partially fund amounts requested. *Scholarship recipients will be announced by May 13, 2016.*

**APPLICATION DEADLINE is 3 PM, FRIDAY, May 6, 2016**

**To the Community Studies Program Office (213 Oakes) or email to: vlopez1@ucsc.edu.**