

Dilling Yang Staff Scholarship Awards

UCSB Human Resources, Training and Development



Grow your talents

Develop your skills

Thank you for your interest in the Dilling Yang Staff Scholarship Awards. The following guidelines will help you with your application. To apply for a scholarship award, please review these guidelines and complete the form on the following pages. If you have any questions, please email us at hrtrain@hr.ucsb.edu or call us at x3482.

1. The purpose of the Staff Scholarship Awards is to support the professional development of non-probationary career staff with a full-time-equivalent salary less than or equal to \$3,800/month.
2. Granting of the scholarship awards is selective; not all applicants may receive funding.
3. Generally, scholarship awards will be granted up to \$500 per proposal to a maximum of \$500 per person per year. Other amounts may be considered (e.g., for higher tuition costs for UCSB undergraduate and graduate courses, special one-time funding requests, etc.).
4. Applications must be submitted for a SPECIFIC quarter (Summer, Fall, Winter, or Spring). Applications intended to cover the entire year will NOT be accepted.
5. Applicants must indicate the SPECIFIC title of the professional development activity that funding is being requested for.
6. Application submission deadline dates for priority consideration are as follows. Note: Late applications may be considered.
 - Summer Professional Development Activities (Jul. 1-Sept. 30) - August 25, 2008
 - Fall Professional Development Activities (Oct. 1-Dec. 31) – September 15, 2008
 - Winter Professional Development Activities (Jan.1-Mar. 31) – December 15, 2008
 - Spring Professional Development Activities (Apr. 1-June 30) – March 15, 2009
7. Awards can be used **for tuition and registration fees only** for courses, training and other learning opportunities offered **at UCSB only**. Examples include:
 - UCSB [undergraduate and graduate](#) courses including [Reduced Fee Enrollment](#)
 - UCSB [Extension](#) courses including [Open Enrollment](#)
 - UCSB [HR Training & Development](#) courses and workshops (e.g., Supervisory Certificate Program, Management Development Series, and SkillsMap courses)
 - UCSB [Instructional Computing](#) courses
 - UCSB [Contracts & Grants](#) courses
 - UCSB affiliated conferences such as those offered by the [Professional Women's Association](#)
8. If your application is approved, reimbursement payment will be issued by Human Resources following receipt of proof of registration and payment.
9. Within two weeks following the professional development activity, an evaluation form must be completed and returned to HR Training & Development.

10. A certificate of recognition will be granted to each scholarship recipient following the conclusion of the scholarship year.