



# OSU STAFF ADVISORY COUNCIL STAFF CONTINUING EDUCATION AWARD

## **APPLICATIONS ARE NOW OPEN FOR THE OSU STAFF ADVISORY COUNCIL CONTINUING EDUCATION AWARD PROGRAM**

The intent of the program is to provide assistance to qualified OSU staff members in meeting the costs of continuing education for enhancement of job performance at OSU. Awards are funded through various SAC projects, private donations and include matching funds from the university. Awards will be made when funds are available. Only one application per employee every academic year is allowed.

Awards will be made upon Staff Advisory Council approval of final recommendations made by the Awards and Recognition Committee. Awards are “cost-reimbursable.” Awardee must cover costs at enrollment, complete the class(es), and submit a final grade report of “C” or higher in an accredited college credit class(es) in order to receive the award. Awardees will provide their final grade to the Chairperson of the OSU SAC in Tulsa Awards and Recognition Committee before receiving the award.

## **ELIGIBILITY REQUIREMENTS**

1. Applicant must be currently enrolled in a continuing education program.
2. Applicant must be employed as a staff member (exempt/non-exempt) at OSU Center for Health Sciences and employed a minimum .75 FTE or more and at least funded 50% through budget or grant.
3. Applicant must have completed one year of continuous service, employed within OSU-CHS with the above status for at least one year.
4. Recipient must be employed at OSU-CHS after completion of class(es) to receive reimbursement. A recipient who resigns or is terminated before completion of class(es) will forfeit their award.
5. If selected, the applicant must submit an unofficial transcript to Staff Advisory Council by July 14, 2023.

**Applications for the Summer 2022–Spring 2023 awards are due no later than 5:00 p.m. on Friday, June 30, 2023.**

Visit [okla.st/sac-ce](http://okla.st/sac-ce) or scan QR code to submit your online application.

## **CELEBRATION**

All nominees will be recognized at the CHS Holiday celebration. The Continuing Education Award recipients will receive a certificate commemorating the award.

