



# 2009–2010 APPLICATION for UNDERGRADUATE ENRICHMENT AWARDS (Fall 2009, Spring 2010, Summer 2010) COLLEGE OF THE LIBERAL ARTS/UNIVERSITY PARK CAMPUS ONLY

119 Sparks Bldg.  
University Park, PA 16802  
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[www.la.psu.edu/CLA-LAUS/scholarships\\_aid.shtml](http://www.la.psu.edu/CLA-LAUS/scholarships_aid.shtml)

## Application for Student Enrichment Information

An important goal of the College of the Liberal Arts is to involve undergraduates in appropriate enrichment activities. Accordingly, the College has modest funds to assist students participating in activities such as internships, education abroad, or undergraduate research. Although there are specific restrictions for each of the above mentioned activities, the general guidelines are below.

- Students must be registered as full-time undergraduates in the College (i.e., at least 12 credits per semester) and must have at least one major in the College of the Liberal Arts.
- Students with demonstrated financial need are given preference for most funding (although students who do not have demonstrated need are still welcome to apply). Demonstrated need means that according to federal guidelines, students are eligible to receive financial aid. This is determined by completing and submitting a FAFSA (Free Application for Federal and Student Aid) form by the appropriate deadline with the FAFSA office. There is no need to submit a copy of your FAFSA application with your enrichment application.
- Students earning academic credit for their experience are given first preference.
- For education abroad, students must be participating in a Penn State sponsored program. (Exceptions are occasionally made. To see if you qualify, e-mail [LAEnrichment@la.psu.edu](mailto:LAEnrichment@la.psu.edu).)
- A faculty member's endorsement is only necessary for students requesting research funds. Requests must be accompanied by a brief description submitted by the appropriate faculty member describing the importance of the project to the student's education.
- Students must first attempt to secure financial assistance from any and all of the appropriate offices, such as the Office of Education Abroad and/or the department of your Liberal Arts major. If your department has a separate application process, simply have them sign the form and write TBD by amount before submitting the application to 119 Sparks.
- There is no deadline. We offer rolling acceptance of applications for student enrichment.
- Applications will not be accepted after you begin your enrichment activity.

If you meet the applicable requirements, complete this form and attach required supporting documents. Your application will be reviewed as soon as possible upon receipt. In most cases, you should hear from us within two to three weeks by e-mail at your Penn State address with a decision regarding your application. If your application is approved, the funds are deposited into your student account the semester during which you participate in the experiential learning.

If you would like to meet with the Enrichment Coordinator or the College of the Liberal Arts Study Abroad Coordinator, Jennifer Wagner-Lawlor, for any reason before submitting this application, e-mail [LAEnrichment@la.psu.edu](mailto:LAEnrichment@la.psu.edu) to request an appointment.

Copies of this form are available outside of 119 Sparks Building, University Park, or at [www.la.psu.edu/CLA-LAUS/scholarships\\_aid.shtml](http://www.la.psu.edu/CLA-LAUS/scholarships_aid.shtml) on the Web.

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***Application and requirements are located on the back of this form.***

**Fall 2009, Spring 2010, Summer 2010 Application for Student Enrichment**

**Required actions and attachments are needed prior to submitting your enrichment application. Please do the following:**

1. Describe on a separate sheet in 300 and 500 words, how the activity will support your academic or career goals and any financial circumstances of which we should be made aware.
2. Itemize the list of expenses, being as specific as possible (airfare, room and board, etc.).
3. Provide a copy of your acceptance letter into the program if you are participating in an internship or studying abroad, or a faculty endorsement if you are undertaking a research project.
4. Take this application and supporting documentation to the department of your Liberal Arts major and ask for financial support. The department will sign the portion below with the required information. If you have multiple majors in Liberal Arts, take the form to all of your majors, ask for financial support, and have the authorized department representative sign the form. Lastly, if studying abroad, take the form to the Office of Education Abroad and also ask for financial support. They too will sign the form even if they are not providing support.
5. Submit form, supporting documentation, and completed grid below to 119 Sparks Building. If you have questions, please e-mail LAEnrichment@la.psu.edu.

<b>Student Information</b>			
Name:		Student ID#:	
Phone:	(     )	Graduation Date:	
Penn State e-mail:		Semester Standing:	
Total Cost of Experience:		Semester of Activity:	FA___ SP___ SU___
Type of Enrichment Activity:	___ Internship ___ Study Abroad ___ Research Other_____		
Will you receive academic credit for this experience? ___ Yes ___ No ___ Unsure			
Are you in Schreyer Honors College? ___ Yes ___ No			

<b>Major # 1/Department Contribution</b>		<b>Major # 2/Department Contribution</b>	
Major # 1		Major# 2	
Amount:		Amount:	
Will the award be entered in eSteward?	___ Yes ___ No	Will the award be entered in eSteward?	___ Yes ___ No
Budget/Fund (Cannot be 1001 Fund)		Budget/Fund (Cannot be 1001 Fund)	
Authorized Department Signature		Authorized Department Signature	
Date		Date	
<b>Education Abroad Office</b> (for students studying abroad only) <small>*Check Education Abroad Web site for early scholarship deadlines*</small>		<b>Student Signature</b>	
Amount:		_____ Date_____	
Authorized Ed. Abroad Signature			
Date			

**Return this original application and all documentation to:**

Jillian Balay  
119 Sparks Building  
University Park, PA 16802