



2021

## Anchorage Chapter Tuition Reimbursement Program

You may be eligible to receive up to a maximum of \$500 tuition and/or required educational expense reimbursement from the Anchorage Chapter Tuition Reimbursement Program. These must be out-of-pocket expenses. Please note that a qualifying member is eligible for a Member Scholarship **or** a Tuition Reimbursement, but not both in the same year.

### Eligibility:

- Any ASEA member of the Anchorage Chapter in good standing who is currently enrolled in a degree-seeking program. **Please call** the union office at 907-277-5200 to verify your status prior to applying.
- **Member must attend three (3) Anchorage Chapter meetings between June 1, 2020 through May 28, 2021. No exceptions. Always be sure to sign the attendance sheet or make your presence known if calling in.**
- Member is enrolled in a program at an accredited institution, and has **completed** coursework in the pursuit of a degree or certificate, that:
  - Is confirmed by an unofficial student transcript that you are in a degree or certificate program;
  - Curriculum reflects date of completion at any time between **May 22, 2020, and May 28, 2021**;
  - Received a passing grade of C (2.0) or better and a cumulative GPA of 2.0 or better;

Courses must have a grade.

For graduate programs, the courses must show a “P or CR”, which will be calculated at 2.0, unless an official documented grade is provided with your documents;

- Cannot be Continuing Professional Education/Units (CPE)(CPU), coursework for professional licensing;
- Cannot be courses from an unaccredited institution; and
- Was not reimbursed by your employer or paid by scholarships/grants.

**Documents to submit (there is no application form):  
FAXES AND EMAILS WILL NOT BE ACCEPTED**

**A neatly-typed statement must include all of the following information:**

- Name, home address, personal e-mail address, student ID #, home and work contact phone numbers;
- Your present job title and worksite;
- The degree in which you are currently enrolled and the coursework you have taken;
- A paragraph explaining how the degree/certificate will improve your present job or qualify you for job advancement;
- An essay (500 words maximum) describing the impacts of Right to Work legislation on government employees.

**Financial documentation to include:**

- Detailed receipts that both match and itemize the official institution account summary provided to the student by the college/university/educational institution. This must be in a format that documents these expenses **clearly** so as to be understandable to others.
- The committee must be able to determine your out-of-pocket expenses for your continuing education and for that specific semester and/or year.
- Back-up receipts and documentation showing your out-of-pocket expenses.
  - **No TAX documentation accepted**
  - **No Bank Statements accepted**

All documents must be received as one complete package (i.e., in one envelope) before close of business on **Friday, May 28, 2021**, at:

ASEA/AFSCME Local 52  
ATTN: Anchorage Chapter Scholarship Committee  
**2601 Denali Street Anchorage, AK 99503**

**Faxes and emails will not be accepted.**

Awards will be prorated based on cumulative GPA, course load and funds available. You will be notified of your award in July and awards will be presented at an Anchorage Union Chapter event.

**If any requirements and/or instructions are not adhered to or attached, your submittal will be disqualified without further consideration.**

**ALL INFORMATION REQUESTED MUST BE RECEIVED AS ONE COMPLETE PACKAGE BY THE DEADLINE OF FRIDAY, MAY 28, 2021.**

**THE SCHOLARSHIP COMMITTEE DECISION IS FINAL!**

Please contact the Anchorage Scholarship Committee with any questions about this reimbursement program at this email address:

[anchchptscholarship@gmail.com](mailto:anchchptscholarship@gmail.com)