

## **SUAA Foundation Educational Scholarship Guidelines**

The SUAA Foundation offers up to eight scholarships of up to \$1,000 per scholarship annually. The scholarships are awarded for use in accredited degree-seeking programs, eligible technical/trade programs, and eligible certificate programs. The applicant must be an SUAA member in good standing or the spouse/partner, child, or grandchild of an SUAA member in good standing. The terms “child” and “grandchild” include stepchildren and step-grandchildren. Eligible people may join SUAA by completing the online membership form at [www.suaa.org](http://www.suaa.org).

Applications will be reviewed beginning June 1, 2026.

### **Application Procedure**

The evaluation of applications shall begin on June 1, 2026. Applications will be evaluated until all scholarships have been awarded.

All applications and supporting documentation for scholarships must be submitted to:

**Alice Medenwald**  
**5153 W. Berenice**  
**Chicago, IL 60641**

*or*

**scanned to: [a-medenwald@neiu.edu](mailto:a-medenwald@neiu.edu)**

**All required documentation must be submitted in one packet.**

Only complete applications with all required supporting documents will be considered by the SUAA Foundation Scholarship Committee.

### **Selection and Award Process**

All completed applications that are submitted will be reviewed by the SUAA Foundation Scholarship Committee. The evaluation of applications shall begin on June 1, 2026. The award year is Fall 2026 through Summer 2027. Applicants may apply throughout the year; however, preference will be given to those who apply by June 1, 2026.

Scholarships will be awarded throughout the year until all eight scholarships have been awarded. Applications will be evaluated until all scholarships have been awarded.

Scholarships will be awarded for expenses related to educational and technical/trade programs, such as tuition, fees, supplies, etc.

Scholarships are given for one year. Scholarships can be awarded to the same recipient for subsequent years, provided the recipient completes and submits a new application each year. Priority will be given to first-time submissions.

Unless otherwise specified, the scholarship will be in the amount of \$1,000. If the scholarship is for supplies in an amount less than \$1,000, that lesser amount will be the amount of the scholarship.

Selection will be based on applicant's essay, letters of recommendations and demonstration of need.

All decisions by the SUAA Foundation Scholarship Committee are final.

### **Notice of Scholarship**

The SUAA Foundation Scholarship Committee will email notice of an awarded scholarship to each recipient. Scholarships are given for one year. The year/dates will be included in the award letter. The Committee will also email notice to other applicants, informing them that they did not receive the scholarship.

If the scholarship is for tuition and fees, the scholarship payment will be made by check on behalf of the recipient to the appropriate school. If the scholarship is for supplies, the recipient must submit receipts and proof of enrollment before funds are released for reimbursement.

If the recipient does not enroll or does not submit the appropriate receipts, the funds will remain in the SUAA Foundation to be awarded to another eligible applicant.

The SUAA Foundation Scholarship Committee will email notice of an awarded scholarship to the President of the appropriate SUAA Chapter.

# SUAA Foundation Educational Scholarship Application

To be completed by applicant. To be considered for a SUAA Foundation Educational Scholarship, **submit this application**, the **SUAA Membership Certification Form**, and the following additional documents:

- **A typed essay (500 words or less) that discusses your career/education goals and any financial barriers to paying program costs, including supplies.**
- **Two (2) Letters of recommendation.** Please include the name and title of each person submitting a recommendation. Recommendations should be requested from people (such as a high school teacher, academic adviser, college faculty member, school administrator, work supervisor) who can best discuss your qualifications to achieve your educational or career goals. Letters of recommendation should not be from family members or friends.

## General Information (*Please print*)

Name \_\_\_\_\_

If you receive a scholarship, you will need to submit your school identification number.

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Name of school/college/university \_\_\_\_\_

Name of program/training \_\_\_\_\_

Anticipated dates of enrollment \_\_\_\_\_

## Scholarship being requested (check one)

\_\_\_\_ Technical/Trade Training (Must be designated as a program eligible for Federal Financial Aid)

\_\_\_\_ Certification (Must be designated as a program eligible for Federal Financial Aid)

\_\_\_\_ Undergraduate (2 or 4 degree) Tuition or fees

\_\_\_\_ Graduate Tuition or fees

\_\_\_\_ Post graduate

\_\_\_\_ Books/Supplies (specify) \_\_\_\_\_

\_\_\_\_ Other (specify) \_\_\_\_\_

## Award Form Certification

I certify that all information provided on this application is accurate to the best of my knowledge. I authorize the SUAA Foundation Scholarship Committee to verify the information that is contained in this form.

Signature \_\_\_\_\_ Date \_\_\_\_\_

# SUAA Foundation Educational Scholarship

## SUAA Membership Certification Form

This one-page form is to be completed by the SUAA Member. Evaluations of applications will begin on June 1, 2026.

***Please print.***

Name of SUAA Member \_\_\_\_\_

Email of SUAA Member \_\_\_\_\_

Name of SUAA Chapter \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Relationship of Applicant to SUAA Member

\_\_\_\_ Self    \_\_\_\_ Spouse/partner    \_\_\_\_ Child\*    \_\_\_\_ Grandchild\*

\*For the purposes of this application, the term “child” includes stepchildren and the term “grandchild” includes step-grandchildren.

I certify that the above information is accurate and that I am a SUAA member in good standing. If you are not a member of SUAA and would like to join, visit [www.suaa.org](http://www.suaa.org) to complete and submit the membership application.

Signature \_\_\_\_\_ Date \_\_\_\_\_