



2016 Specs Howard Michigan Business Scholarship

Effective March 28, 2016, Specs Howard School of Media Arts is proud to offer a new scholarship for the employee of any business currently operating in Michigan. This \$2,500.00 scholarship has been created to provide media training for employees of Michigan businesses, and is designed to offer benefits to both the Michigan employer and their employee. The scholarship may be used toward the tuition of any of the three programs, Digital Media Arts, Graphic Design or Broadcast Media Arts, offered at the Specs Howard School.

To be eligible for the scholarship you must meet the following criteria:

- Must be an employee of a company operating in the state of Michigan.
- Employee must complete an Application for the Specs Howard Michigan Business Scholarship. At the time of submission, the applicant must also provide:
 - A Letter of Recommendation (on company letterhead) from the employer stating how the training will benefit the organization.
 - A Letter of Request stating how the recipient feels that they qualify for the scholarship and how it will impact their future.
- Candidates will be selected based on the employer's Letter of Recommendation and the employee's Letter of Request.
- Specs Howard School will verify a candidate's employment prior to awarding the scholarship.
- Recipients will receive written documentation from Specs Howard School acknowledging scholarship approval.
- Upon being awarded a scholarship, recipients must contact Specs Howard School within 30 days to be able to redeem the scholarship.
- The scholarship must be used for enrollment at Specs Howard School within 3 months of the date the scholarship was awarded.
- Recipients will be required to meet the Specs Howard School admissions requirements or the scholarship will be invalid.

- Specs Howard School will attempt to put recipients in the class of their choice; however, the school reserves the right to select a specific class start date.
- The Specs Howard Michigan Business Scholarship is valued at \$2,500 and will be used for tuition purposes only. The scholarship has no redeemable cash value and cannot be sold, transferred, or applied to any other costs. The scholarship funds will be credited incrementally to the student's account at the beginning of each of the three semesters within the program. Each increment will equal one-third of the total value of the scholarship. Any interruption of training, change of program, or withdrawal, may result in cancellation of the scholarship award. The student also understands that a change of status may impact eligibility.
- Recipients are subject to all policies and procedures, as published in the Specs Howard School Catalog and Student Handbook, including but not limited to grades, attendance and behavior.
- Recipients of this scholarship are not eligible for any other Specs Howard scholarship.
- This scholarship is available to students who enroll on or after March 28, 2016 and does not apply to currently enrolled, attending, transfer or reinstated students.
- A limited amount of scholarships are available and will be awarded on a first-come, first-serve basis.

Student Signature

Class #

Printed Name

Date



2016 Specs Howard Michigan Business Scholarship Application Form

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Applicant must complete an Application for Specs Howard Michigan Business Scholarship. At the time of submission, the applicant must also provide:

- A Letter of Recommendation from the employer (on company letterhead) stating how the training will benefit the organization.
- A Letter of Request stating how the recipient feels that they qualify for the scholarship and how it will impact their future.

Applicant's Name: _____

Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

High School: _____

Area of Study: Broadcast Media Arts | Digital Media Arts | Graphic Design

Male Female | Birth Date: _____

Employer's Name: _____ Date Hired: _____

Supervisor's Name: _____ Supervisor's Phone: _____

The information I have submitted for this application is correct and complete to the best of my knowledge.

Signature: _____

Date: _____

Send letters of request, letters of recommendation, and completed application form to:
Specs Howard School of Media Arts, c/o Scholarship Committee
19900 West Nine Mile Road, Southfield, Michigan 48075

APPROVED NOTES: _____

DENIED _____

Name & Title: _____ Date: _____