

**NYS Public Employees Federation
Division 190 – Tax and Finance
Building 8 Room 80
WA Harriman Campus
Albany, NY 12227**

Scholastic Achievement Award Announcement

For the school year September 2023 – June 2024

Division 190 is offering scholastic achievement awards to qualified dependents of PEF Division 190 dues-paying members for the **school year September 2023 - June 2024**.

APPLICATION REQUIREMENTS

1. The candidate must be a child, stepchild or ward of an active dues-paying Division 190 member, and the Division 190 member must have been a member of the Division during the school year for which the application is made. Awards will be distributed without regard to race, sex, national origin, religion, sexual orientation, age, or handicap. When more than one parent is a Division 190 member, either parent may apply for the candidate, however, only one award per candidate will be made for the school year.
2. To qualify, the candidate must have been registered in an accredited school of higher education (junior, community, or four-year college or vocational school) on a full-time basis for the entire 2023-2024 academic year. Full time study is considered to be 12 credit hours or more per semester. For schools on a trimester basis, the student's credit hours will be adjusted accordingly to determine if the 12 credit hours per semester threshold was achieved (e.g., 24 credit hours for the academic year ÷ 3 trimesters per year = 8 credit hours per trimester).
3. Graduate students are **NOT** eligible.
4. Qualified candidates **MUST** submit verification of successful completion of course credits with the application. Verifying documentation must include the student's name, name of school, period of enrollment, names of courses taken, credit hours awarded, and grade attained. Information will be verified before payment of an award. Letters of acceptance, registration forms, and bursar receipts are not acceptable.
5. **Applications must be received in hand by 4:00 p.m. on Friday, October 25, 2024.** If mailing the application, be certain to mail it in time so that it is received by the above date. Postmarks on applications received after the above date will not be considered.
6. A successful candidate's name may be used in the Division 190 newsletter (PEFTALK) or any other PEF publication. Only one award will be made per student per academic year.

Send your completed application and required documentation via:

- **Email (preferred):** pefdivision190dtf@gmail.com; or
- **Mail or hand deliver:** PEF Division 190, Bldg 8 Rm 80, WA Harriman Campus, Albany, NY 12227

In solidarity,

Division 190 Council

**NYS Public Employees Federation
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Scholastic Achievement Award Application

For the school year September 2023 – June 2024

Division 190 is offering scholastic achievement awards to qualified dependents of PEF Division 190 dues-paying members for the school year September 2023 - June 2024.

To request reimbursement, complete and sign the application below. Send your completed application and required documentation to Division 190 by **Friday, October 25, 2024**.

- **Email** (*preferred*): pefdivision190dtf@gmail.com
- **Mail or hand deliver**: PEF Division 190, Bldg 8 Rm 80, WA Harriman Campus, Albany, NY 12227

Upon receipt of your application, Division 190 will confirm you are a dues-paying member of PEF Division 190 and verify the supporting documentation. Approved awards will be mailed to the member at the address provided below within 60 days. If you have any questions, please contact us at the email above.

Student information:

Student name: _____

School attended: _____

Division 190 member information:

Member name: _____

Relation to student: _____

Mailing address: _____

Non-work email: _____ Phone: _____

Certification

By signing and dating this application, I hereby certify that I am a dues-paying PEF Division 190 member, I hereby certify that all information contained on this application is true and accurate. I understand failure to comply with the guidelines may result in denial of reimbursement.

PEF Member Signature

Date

To be completed by Division 190 Council only.

Verification: Dues-paying member Verified documentation Approved Denied

Certification:

Council member signature:

Date: