

Washington University Contractor Services Scholarship Agreement

This agreement is made and entered into on [date], by and between The Washington University (the University) and _____ [student name].

I wish to participate in the University Contractor Services Scholarship Program for the _____ semester by enrolling in the University College course (the Course) course number _____ titled _____ . I acknowledge that my enrollment in the Course is entirely voluntary.

- 1) I understand that to be eligible for undergraduate scholarship funds, I must:
 - a) be a Full-Time employee of one of the companies contracted by Washington University to provide basic services on the University's campuses, (As of August, 2017, eligible basic services companies are: Allied Universal Security Services, Aramark, Bon Appetit, Catering St. Louis, Focal Point, Follett, Huntleigh Transportation, and WFF Facility Services). My employer must certify that I work full-time on one of the Washington University campuses;
 - b) be eligible for employer provided benefits;
 - c) meet all applicable course registration or program admission standards of University College; and
 - d) submit the appropriate documentation (including written employment verification from the employer), for the semester for which scholarship funds are sought.
- 2) I am aware that scholarship assistance covers tuition only for up to 3 credit hours of undergraduate tuition per semester in University College, the professional and continuing education division of Arts & Science.
- 3) I understand that funding for this program is limited and that priority will be given to eligible individuals who are admitted to an undergraduate degree or certificate program at University College at least 4 weeks prior to the start of the semester for which scholarship funds are sought.
- 4) I understand that scholarship assistance does not include lab fees, late fees, books, and other expenses, and that eligible courses do not include non-credit courses or courses taken as audit or special audit .
- 5) I understand that any grant-based aid from other sources, including federal, state, and University College, will be applied before the scholarship funds.
- 6) I understand that to remain eligible for undergraduate scholarship funds for the term, I must:
 - a) remain enrolled through the completion of the course; and
 - b) receive a passing grade for the course.
- 7) I further understand that if for any reason I fail to complete the course in which I am enrolled, and/or do not have a passing grade posted for the course within 60 days after the end of the semester, I will no longer be considered an Eligible Employee for the scholarship for the term, will be obligated to repay the benefit to the University, and will be solely responsible for any applicable penalties and fees. The repayment obligation may be waived in rare instances and at the sole discretion of the Plan Administrator if I fail to complete a course for medical reasons that prevent me from attending classes.
- 8) I understand that if for any reason after classes begin for the current academic semester my employment with the contract organization terminates or I am assigned to a non-University work location, I am eligible to receive scholarship funds for that current academic semester (as long as I meet all other eligibility requirements) but not for any future academic semesters.

- 9) I understand that if I enroll in the Course and fail to meet all eligibility requirements as written in this agreement, scholarship funds will be removed from my student account, and I will be financially responsible for all tuition and fees in accordance with the policy of University College.
- 10) I am aware that by accepting this scholarship award I may incur an income tax obligation for which I retain sole financial responsibility.
- 11) I understand that receiving a scholarship award this semester does not guarantee subsequent scholarship funding; that scholarship funds are allocated each semester on a first applied, first granted basis, with funding priority given to employees accepted into a degree or certificate program at University College at least 4 weeks prior to the start of the semester.
- 12) I warrant that I am at least eighteen (18) years of age and fully competent to sign this Agreement; that I understand the terms contained herein are contractual and not a mere recital; that I have read this Agreement with full knowledge of its significance; and that I have signed this Agreement as my own free act.

ACCEPTED AND AGREED:

(Signature)

(Date)

(Printed Name)

Please submit signed agreement to:

University College
Washington University in St. Louis
Attn: Vicki Ruh
Campus Box 1085
11 N. Jackson Rd, Ste. 1000
St. Louis, MO 63105

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Email: vruh@wustl.edu