



The MISA Student Scholarship is awarded each year to any current governmental (e.g., state, or local) student assistant or intern within the state of Michigan. The purpose of this scholarship is to reward both academic and professional achievement.

Scholarship Application Requirements

- Must be currently employed with a governmental agency (e.g., state, or local) in a student position (paid or unpaid).
- Must submit an essay with the required application form. Essay question will vary from year to year.
- Must be attending an accredited Michigan-based college or trade school and have a cumulative GPA of 2.50 or better.
- Must have participated in a minimum of 4 hours of local volunteer or community service within the previous 12 months.
- Must be sponsored by a Supervisor who can provide information related to job duties and performance.

Optional / Recommended Documentation

- Participation in organized activities such as coaching or mentoring.
- Membership in academic, professional or hobbyist organizations.
- Awards and recognition.
- Work history.

Application Process

Applicants will be able to acquire the necessary MISA Student Scholarship Application form (MSSA-1) by downloading it electronically from the MISA web site at <http://www.misasom.org>.

The student is responsible for submitting the completed form and optional documents electronically in PDF format only by midnight of the due date. No handwritten forms or essays will be accepted except for required signatures.

Final candidates may be contacted for a personal phone interview as needed.

Award Parameters

- This scholarship will be available to all qualifying applicants whether they have previously won or not.
- This scholarship is not restricted to any specific area of study.
- This scholarship will be paid directly to the Academic Institution in the student's name. The funds from this scholarship may be used for tuition and/or books only.

MISA Student Scholarship Essay

The essay portion of this application is the most critical piece of information to be evaluated. Our committee will be looking at grammar, spelling, articulation and above all, relevance to Information Technology. Be as thorough as possible.

Essay Requirements

- The Cover Page must include a title, name and date.
- The essay must be typed using "Times New Roman" font, size 12.
- All margins must be a standard of 1".
- The essay must be double spaced.
- The typed text must be left aligned.
- Paragraphs are identified by an indentation of five spaces (a tab). Do not include extra spaces between paragraphs.
- Include the title in the header.
- Include page numbers in the footer.
- Cite any outside references, on a separate last page, under the title "Work Cited" using MLA or APA format.
- The essay, not including the Work Cited page should be between 2 - 3 pages in length as a PDF.

Essay Topics

1. Explain why you feel you should be considered for a MISA Student Scholarship.
2. Explain how E-learning has impacted your higher education experience.

Completed Application

Email completed application (must be in PDF format) to misastudentawards@misasom.org. All applications must be received no later than May 15, 2019 by 11:59 PM. Any application received after the stated deadline will not be considered.

Student Enrollment Verification / Academic Achievement Form

Please provide student enrollment information specific to the University, Community College, Trade School or other institute of continued learning.

Student Information

Student Name	Student Identification Number
Address	Contact Phone Number
Contact Email Address (Governmental or Educational Entity Preferred)	Cumulative Grade Point Average

Educational Institution Information

Institution Name	
Institution Address	
Institution Contact Name (Academic Advisor or Program Dean)	Title (Academic Advisor or Program Dean)
Email Address (Academic Advisor or Program Dean)	Phone Number (Academic Advisor or Program Dean)

By signing this form, I hereby acknowledge the above information is correct and the listed student is currently enrolled at this institution.	
Institution Signature	Date
By signing this form, I hereby acknowledge the above information is correct	
Student Signature	Date

Please attach a copy of your current transcript (official and unofficial accepted). If you have not yet completed a full semester or term, attach a current course listing and a verification of classroom progress.



Student Scholarship Supervisor Endorsement Form

Please provide detail information concerning your Student Employee's job duties and performance. Be sure to include comments that highlight the individual's strengths as a valued team member.

To be completed by Immediate Supervisor

Student Name	Student Position
Department/Agency	Name of Direct Supervisor
Supervisor Title	Contact Phone Number

Description of Job Duties (attach additional materials, if necessary)

Job Performance (attach additional materials, if necessary)

By signing this form, I hereby acknowledge that the work as described above is a factual accounting of the job duties and performance regarding _____ Name of Student (Please Print)

Supervisor Signature	Date
Student Signature	Date



Student Scholarship Community Service Form

Student Information

Student Name	Contact Number
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Please provide details concerning your participation in community service or charitable event activities within the last 12 months. Remember, community service is work performed without pay or compensation for the benefit of a community or charitable organization.

Department or Organization	Organization Contact Name
Address of Organization	Contact Phone Number

Please provide a specific, detailed description of the work performed including the benefits to the community, qualifying organization or specific individual(s). You may attach testimonials or other supporting documents to this form if applicable.

Total Hours Worked (minimum of 4 hours):
Description of Work Performed (attach additional materials, if necessary)

By signing this form, I hereby acknowledge that the work as described above is a factual accounting of the job duties and performance regarding _____ Name of Student (Please Print)

Student Signature	Date
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