

## **JULIE KUHN SCHOLARSHIP PROGRAM AVAILABILITY**

Kid Ease Child Care Center, Inc. (Kid Ease) is happy to announce the availability of the Julie Kuhn Scholarship program. The purpose of this scholarship program (Scholarship Program) is to encourage and to support the continuing education of the teachers at the Discovery Tree (DT) child development center. For additional information or questions, please contact the Kid Ease Treasurer, Andrew Hurst at [ahurst@calepa.ca.gov](mailto:ahurst@calepa.ca.gov) or 916-244-6157.

### **Eligibility:**

DT employees at the I Street center who have passed early childhood education, human development, child development, family consumer science, or sign language units in the last academic term (as specified in the Scholarship Program Application) at a community or junior college, state university, or the University of California.

- Teachers that are on administrative leave or disciplinary probation are not eligible.
- Reimbursement will only be made to teachers employed with DT at the time of award calculation (upon completion of the specified class(s)).
- Reimbursement will only be made for courses passed with a grade of “C” or higher or “Pass.”

### **Application Process:**

Applications must be completed and submitted in the Julie Kuhn Scholarship Program folder in the lobby of the I Street center by the following dates.

- For fall term, submit application by October 1<sup>st</sup>.
- For spring term, submit application by February 1<sup>st</sup> (If UC, by May 1<sup>st</sup>).
- For summer term, submit application by July 1<sup>st</sup>.

Kid Ease will reserve funding for scholarships based on the number of applications received for each term; and award scholarships upon completion of the term based on submission of supporting documentation.

At end of term, submit the following documents in the Julie Kuhn Scholarship Program folder:

- Copy of transcript or report card showing the applicable units passed in the last academic term;
- Proof of cost incurred (per unit charge at school, class book list, & applicable receipts).

### **Award Calculation:**

Kid Ease will calculate scholarship awards based on actual school costs incurred. Where fees are not charged per unit, but at a flat rate (part-time or full-time), Kid Ease will divide the fee charged by the maximum unit amount allowed under that fee schedule regardless of actual number of units taken. For example, a school may define “part-time” as 0-6 units and charge all part-time students a \$600 fee. In that case, Kid Ease would allow \$100 per unit.

Related school charges may be part of the award. For example, parking fees, “UC registration fees”, student services fees, etc. may be eligible for reimbursement in this program. Additionally, the costs for books and course materials may be included in the award calculation.

In order to accommodate as many eligible DT staff as possible, actual award amounts may not match amounts for which staff are eligible. In the event that the amounts requested exceed the Kid Ease budget for this program, Kid Ease may use the following priority criteria for making awards: 1) tenure, 2) applicants working towards BA degree, 3) applicants working towards AA degree, and 4) all others.

