



Region 12 Application for ACSA Professional Development Scholarships Instructions

ACSA Region 12 budgets funds to assist a few members of the region with registration support to ACSA sponsored Academies, Institutes, Symposiums, or Conferences. Applicants must have been a State ACSA member (not just a charter member) for two full years or longer. Scholarships cover 50% of the registration cost.

Members interested in attending one of these ACSA professional learning events and in need of a scholarship should follow all directions below to apply for a scholarship. The scholarship must be approved first by the Executive board and then the General Leadership Assembly members at a quarterly meeting. You will be notified after the approval process is complete.

The application deadline is August 31st of each year but additional requests may be submitted after that date if funds remain available.

Steps and procedures:

1. Fill out the Initial Application Request form for ACSA Professional Development Scholarships (found on the region website).
 - a. Indicate the cost of the event and how much you are requesting
 - b. The Academy, Institute, Conference, or Symposium you are applying for should be germane to your current or aspiring position.
 - c. Submit by the deadline to the Director of Region Operations at acsareg12@gmail.com.
2. You must personally register and pay for the ACSA event up front. However, the region will now pay for 50% of the registration amount upon board approval, and with a copy of the paid registration submitted to the Director of Regional Operations. (see item #4).
3. You must fully attend the event and provide a copy of the ACSA certificate, if available, of completion to the region Director or Regional Operations when the professional development is completed.
4. You must complete the R12 Member Report of Completion of Approved Academy, Institute, Conference, or Symposium Scholarship form (found on the region website) along with a copy of your ACSA certificate of completion.
 - a. Submit this to the region Director of Regional Operations at the region email address along with a brief written summary of the event and your reaction to the event attended.
5. Region members will be allowed to receive no more than two (2) scholarships per year to provide all members the opportunity to apply for funding.