

Appendix A

Honors Educational Enhancement Scholarship (HEES) Application

The Honors Educational Enhancement Scholarship (HEES) provides financial support to Honors students seeking to participate in approved scholarly activities related to their academic and professional goals. You may request up to \$1,000 per academic year that you are in good standing in the Honors Program. For eligibility and approved activities see: <http://www.clarkson.edu/honors/hees.html>

A complete application contains the following and should be submitted to honors@clarkson.edu:

Section 1: Personal Information

Section 2: Explanation of Activity (a supplemental essay is *required*)

Section 3: Endorsement (an additional letter *may* be attached)

Section 4: Budget

Section 5: Résumé and Supporting Documents

Section 6: Acknowledgement of Reporting Requirements

Section 7: Signature

Section 1: Personal Information

Student Name _____ Year/Semester entered Honors _____

Section 2: Explanation of Activity (*must be attached to paper or email application*)

Short Title of Activity: _____

Location(s): _____ Inclusive Dates: _____

Attach a ½-1 page persuasive statement to support your funding request describing the activity and explaining how it fits in with your academic and professional goals. Explain why you need funding to support the activity and why the Honors Program should fund it.

Section 3: Endorsement (additional letter *may* be attached)

Applications will not be considered without endorsement from a sponsor, either a faculty member at Clarkson or your academic advisor. Applicants are encouraged to strengthen their application with a letter of support from a faculty member or their academic advisor

Name: _____ Title: _____

Department/ Institution: _____ Email: _____

Signature: _____ Date: _____

Letter of recommendation attached ____ Letter of recommendation sent separately ____

Section 4: Budget (*must be included*)

The Honors Program will generally fund travel based on the rates laid out by the State Department, although we reserve the right to cap these amounts at our discretion. These rates can be found at the following websites:

<http://www.gsa.gov/portal/content/104877> and https://aoprals.state.gov/web920/per_diem.asp.

