Overview

The Curry School Foundation holds 50 endowed and non-endowed funds for scholarships, fellowships, and awards many of which are given to more than one student each year. Each of these funds was established through the gifts of one or more benefactors.

- Scholarships and Fellowships - are applied directly to the recipients’ future tuition and fees. Therefore, only students returning in the upcoming year can be eligible for scholarships and fellowships.

- Awards – are given directly to recipients by the Foundation in the form of a check to be used for educational expenses of their choice. Checks are written in May of the same year awarded. Monetary award recipients may include graduating students.

[NOTE: In the remainder of this document, “monetary award” will be used as shorthand term for “scholarships, fellowships, and awards” unless otherwise specified.]

Frequently Asked Questions

What is the difference between a scholarship/fellowship and an award?

How do I know which awards are available for students?

How are monetary award recipients selected?

What if a student asks me to nominate him or her for a monetary award?

What should students do to apply for a monetary award?

When can I nominate a student for a monetary award?

When will students receive their monetary awards?

Where can students find the Student Information Form?

How do I nominate a student for a recognition (non-monetary) award?

Award Criteria

When establishing these scholarships, fellowships, and awards, benefactors designate specific criteria to be applied to recipients. These criteria may include area of study, geographic location, need, and so forth. Faculty must ensure that the respective criteria for each award is met by the recipient selected.

The following additional criteria apply by award type:

Scholarships and Fellowships

Recipients of scholarships and fellowships must be enrolled at least two semesters in the upcoming year – Summer & Fall; Summer, Fall, & Spring; or Fall & Spring semesters. Doctoral students MUST be enrolled full-time. If a recipient is not qualified for the upcoming academic year, the scholarship/fellowship will not be held over for the following year.
Awards
Recipients of monetary awards (other than scholarships and fellowships) will receive payment in May (after the awards ceremony) from the Foundation. Recipients of monetary awards are not required to be enrolled for the upcoming year. There are generally no requirements for how the award money must be used.

List of Available Awards
A listing of currently available monetary awards, including the official criteria designated by the benefactors can be found on the foundation website and will also be sent to each department chair. The Foundation office administers the awards but is not involved in any award recipient selection.

Lists of available awards by award type are available on the Foundation Web site. (See Curry Foundation: Awards, Scholarships, and Fellowships). The criteria are abbreviated on this site. Department Chairs will have the official criteria listing which should be reviewed before finalizing recipient nomination.

Award Selection
Depending on the award criteria, selection of recipients is the responsibility of:

- CISE Department
- HS Department
- EDLF Department
- Kinesiology Department
- Curry Student Awards Committee

Each December, the Foundation provides department chairs and the Curry Student Awards Committee chair with the current list of available awards and award criteria. It is the responsibility of the deciding unit (department or committee) to ensure that the criteria for each award are met. Method of recipient selection varies by department. See your department chair for more details.

Monetary awards that do not have criteria specific to a program area or department are selected by a Curry Student Awards Committee. The current chair of the Curry Student Awards Committee, Filip Loncke, can provide detailed information on the selection process.

The following are some general procedures by deciding unit:

**CISE Department**
CISE-specific awards are both faculty nominated and student self-nominated. Students who have been nominated may be contacted by a designee of the department chair if information is otherwise unavailable and asked to complete a CISE Student Information Form (found on the Foundation web site). Students are instructed on the form to complete and deliver to Teacher Ed office. Contact Mark Elliott for additional information on the nomination process.

**Human Services Department**
Human Services-specific awards are both faculty nominated and student self-nominated. Students who have been nominated will be contacted by a designee of the department chair and asked to complete a Student Information Form, found on the Foundation web site. See the Human Services Department chair or Lynn Renfroe for additional information on the nomination process.

**EDLF Department**
EDLF-specific awards are both faculty nominated and self-nominated by students. Students enrolled in programs with the EDLF Department who wish to apply for an award should download the EDLF Student Information Form from the Foundation web site and submit it to the faculty member designated as the contact for that award. Students are instructed on the form to complete and email it to a Collab site created for the EDLF Department awards committee: EDLFawardscommittee@collab.itc.virginia.edu. See the EDLF Department chair or Dana Bowman for additional information on the selection process.
Kinesiology Department
Kinesiology specific awards are faculty nominated. See Kinesiology chair for additional information on the selection process.

(Permission to access the Collab site has been granted to individuals designated by the department chair).

Curry Student Awards Committee
Awards in this category are faculty nominated only. The chair of the committee will send out a Nomination form and list of available monetary awards. Nominating faculty members are responsible for completing the faculty section of the form and for asking the nominated student to complete the student section. Faculty members are responsible for submitting the nomination form by February 6th.

Decision Deadline

Curry Student Awards Committee: A call for nominations to the faculty will be sent via email in January. The Committee submission deadline will be January 5th and will deliberate within one week and then submit a spreadsheet of recipient names, contact information and program/school information to the foundation office by no later than January 16th. The results will be distributed to each department chair for their review.

Academic Departments: By December 12th, the Foundation will provide a spreadsheet to department chairs with up-to-date information about available awards and blanks for filling in recipient names, contact information, and program/school-related information. This spreadsheet must be completed and returned by the department chairs or designated staff member to the Foundation office no later than February 20th. On this spreadsheet a recipient must be designated for each award the unit is responsible for selecting.

Distribution of Awards

Scholarships and Fellowships
Recipients of scholarships and fellowships must be enrolled in the upcoming academic year. Payments will be applied by the University directly to tuition and fees for the upcoming semester(s). Recipients will be notified by their departments stating which scholarship or fellowship they will receive and the amount that will be applied to their tuition and fees for the upcoming year.

Awards
Recipients will be notified by their departments stating which award they will receive and the amount. Recipients of monetary awards will receive payment in May from the Foundation. Students will be notified by the Foundation when checks are available.

After Departments have notified all students, the Foundation will follow-up with a letter of congratulations, an invitation to the student awards reception and a request for biographical information which will be submitted online. Students receiving an award will also be required to complete a W-9 form and deliver it to the foundation office.

Awards Reception

Award recipients and their faculty nominators and benefactors will be honored at a reception sponsored by the Foundation in April.

Recognition (Non-Monetary) Awards)

A solicitation for nominations will be sent out each year in January. The deadline for nominating students for Outstanding Student Awards is February 6th. Students who are nominated must complete an Outstanding Student Awards Student Resume and Information Form, which can be found on the Foundation website.