**Stamatakos Professional Development Fellowship for SAA MA Students**

The Student Affairs Administration MA program encourages students to engage in leadership roles in local, national, and international professional associations. Often these roles require students to attend conferences or professional meetings. Students in leadership positions (e.g., chairing a committee, being part of a conference internship, serving as a graduate student representative, etc.) are eligible to apply for $400 in financial support for travel and expenses to fulfill their responsibilities. Please note that SAA MA students can receive only *one* Stamatakos Award during their time in the program. Fellowship awardees must be enrolled during the semester they apply for and use the award. Awardees also must be in good academic standing (as verified by their advisor). Recipients will be provided information to submit a Thank You letter to the donor or their family and will be invited to the College of Education Scholarship Dinner.

**Instructions:**

To apply for support, complete this form and send it, along with verification of your leadership role and responsibilities (as indicated below), via email to the **HALE Academic Program Coordinator (****haleadm@msu.edu****)** with the subject line: **Stamatakos Fellowship Application (YourLastName)**, ccing your advisor so they can reply with the required advisor support. Make sure you have discussed this, in advance, with your advisor to confirm their support.

**Leadership Role/Responsibility Verification:** To your email attach verification of your leadership role and responsibilities. This could be a copy of a letter or email that includes the required information.

**Deadline:** Applications must be submitted by the 1st of the month with responses by the following month.

**Advisor:** If you approve the request, please respond to your advisee’s application email indicating support. As part of your response, confirm that your advisee is in good academic standing.

**Review:** Applications will be reviewed at the SAA monthly faculty meeting. Following all instructions is required for your application to be considered.

**Award:** Awards will be processed to the student’s MSU account and should be posted 1–2 weeks after notification to the student. Note: the student has the responsibility to understand any impact this award may have on (1) their financial aid package or (2) their tax responsibilities.

**Name:** **Last 4 digits of PID:**

**MSU email:** **Telephone (cell):**

**Advisor:**

**Leadership position & association:**

**Conference/meeting you will attend:**

**Date(s) and location of conference/meeting:**

**Responsibilities that require you to attend conference/meeting:**