

# Student Application for Experiential Learning Grant

## Personal Information

Name: \_\_\_\_\_ Sonis ID: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

## Section 1:

As part of the “Uniquely Eureka Advantage,” experiential learning grants are awarded to facilitate student access to learning that goes beyond the classroom. Such learning might include internships/vocational exploration, field study, archival research, lab work, immersive language learning, cultural immersion, knowledge-building service projects, and more. Each eligible student has access to up to \$2,000. These funds can be used all at once on one experience, or students may elect to use part of the grant for one experience and then use the remaining money for a second experience.

All Eureka College students who meet the following conditions are eligible for the Experiential Learning Grant. An eligible student must:

- Have completed 45 transcript credit hours and one semester at Eureka College.
- Be in good academic standing. As defined by the College Catalog, this means a student has a cumulative GPA of 2.25 and has earned at least 70% of the semester hours they have attempted after each semester of enrollment.
- Be in good disciplinary standing with the College.
- Be in good financial standing with the College with no financial holds on student account.
- Have articulated a clear plan with expense budget to explain the use of grant monies. (For further information, see relevant sections of the Eureka College Student Handbook and Eureka College Faculty Handbook which outline the application, evaluation, and approval processes for the Experiential Learning Grants).

You must indicate, please circle, which core value(s) of the College that your experience will support. Here are those core values:

### **Dedication to Learning**

We are dedicated to lifelong learning and the application of learning to service and leadership.

### **Service**

We are committed to both the habit of service and thoughtful reflection about serving others.

**Servant Leadership**

We encourage campus community members to be servant-leaders engaged in a set of key practices that empower individuals and build communities.

**Integrity**

We are committed to the development of high ethical standards and sound character traits.

**Sense of Community and Mutual Respect**

We build a community where each person is valued and respected.

**Diversity**

We cultivate a campus community that reflects diversity and promotes intercultural understanding.

**Data-Informed Decision-Making**

We assess and evaluate data in a way that informs everyday decisions and long-term planning.

**Communication**

We strive to communicate effectively to all our constituents and stakeholders.

**Stewardship and Sustainability**

We manage our resources in ways that preserve the College, the community around us, and our natural resources for future generations.

**Section 2:**

1. Clearly describe the experience you plan to undertake. If you are proposing your own project or experience – as opposed to joining a group trip or experience led by Eureka College faculty – you should provide as much detail as possible. Please attach Internship Form, Study Abroad Form or Independent Study Agreement to this form to provide as much detail as possible.

---

---

---

---

---

---

**Section 3:** In a separate typed document, please respond to each of the following questions with as much depth and detail as possible. If joining a group trip or experience led by Eureka College faculty, or have completed another form please consult with the faculty member leading the experience about whether or not this section needs to be completed. Whether or not you need to complete Section 3 is left up to the faculty member, so be sure to ask.

- What are your motivations in pursuing this experience? What do you hope to achieve?

- How will this experience benefit you, as a scholar, a community member, and/or as an ethical being?
- What core value(s) of the College (see above) does this experience support? How does it support that value or those values? Be specific.
- How will you put the fruits of this experience into circulation, whether at Eureka College or in a broader community?
- What are the anticipated expenses (i.e. living expenses, travel expenses) during your experience? Please include a budget proposal.

**Section 4:** Please attach or provide below a budget for the experience detailing the grant amount being requested. The following are suggestions to help the student think through an expense budget. Eureka College or any other educational institution's tuition is not an allowable use of grant funds. Students enrolled in dual degree programs and taking courses fulltime at an affiliate institution are not eligible for grant funds. In addition, alcohol and certain forms of entertainment are not eligible expenses. Student is required to account for all grant funds disbursed. Receipts for expenses should detail items purchased, mileage claims must be substantiated with a google map. Failure to provide proper documentation at the conclusion of the experience will require repayment of undocumented funds.

I am requesting (dollar amount) \_\_\_\_\_.

**Travel**

Flights  
 Taxi/Bus/Train  
 Driving (miles, cost/mile)  
 Parking  
 Hotel (nights/ cost/night)  
 Meals & Snacks  
 Museum Tickets  
 Live Show tickets/ Tour tickets  
 Guidebooks

**Projects**

Equipment  
 Materials and Supplies  
 Printing & Copies  
 Fees

**Internships**

Driving (miles, cost/mile)  
 Parking  
 Supplies

By my signature below, I certify the information I provided on and in connection with the Eureka College Experiential Learning Grant agreement is true, accurate and complete. I also understand that any incomplete forms, late submissions, false statements and/or deliberate omissions on this document or any other Eureka College Experiential Learning Grant related document, including but not limited to, internship agreements, independent study agreements, study abroad forms, reimbursement forms, receipts, etc. may be grounds for grant use denial. By signing below, I also agree to submit required supportive documentation, including receipts, reimbursement forms, etc. within three weeks of

experiential learning experience completion; or the dispersed grant monies will be charged back to my student account. Disallowed purchases such as alcohol & recreational drugs, entertainment and medical deductibles, will not be reimbursed.

Student \_\_\_\_\_

Date \_\_\_\_\_

**Required Signatures:**

Faculty Supervisor \_\_\_\_\_

Date \_\_\_\_\_

Registrar's Office \_\_\_\_\_

For verification of credit hours, GPA, and SAP

Date \_\_\_\_\_

Office of Student Life \_\_\_\_\_

For verification of disciplinary standing

Date \_\_\_\_\_

Return completed form and supporting documentation to the Business Office.