

PEDRO "DOC" SANCHEZ PROFESSIONAL SCHOLARSHIP FOR CAREER EMPLOYEES OF THE GOVERNMENT OF GUAM

UNIVERSITY OF GUAM
School of Business and Public Administration
UOG STATION • MANGILAO, GUAM 96923

Undergraduate and Graduate Application
AY 2021-2022

APPLICATION DEADLINE: MAY 28, 2021 BY 5:00 P.M.

INSTRUCTIONS TO APPLICANTS

Incomplete application packets will not be considered. Use the checklist to ensure that all required forms and documents are included in your application packet. Note: Priority for AY2021-2022 are for applicants pursuing either a first-time undergraduate degree or first time graduate degree in Public Administration. All other applicants pursuing degrees that are not Public Administration may be considered if there are available slots or during the next round of scholarship availability.

APPLICATION FORM:

- You must complete all sections of the application form. Please do not leave any sections blank. If the section does not apply to you, please indicate with a "N/A" or "none".
- You must sign the application form.
- You must submit the completed application form and all required documents to the School of Business and Public Administration Dean's office, located at the University of Guam Jesus and Eugenia Leon Guerrero Building. You may either submit a printed application and attachments to the SBPA Dean's office or electronically via email at sbpaconnect@triton.uog.edu. Completed applications must be received by **May 28, 2021 at the close of business 5:00 p.m.**

SIGNED STATEMENT:

A *Statement to Release Documents* is included in the application form. The signed statement authorizes the release of:

- University of Guam academic records;
- Government of Guam Performance Evaluations;
- Other documents as necessary, to the Scholarship Coordinator throughout the duration of the scholarship period.

TYPEWRITTEN ESSAY:

- Topic: "Why I Want to Pursue a Public Administration degree at the University of Guam as a Pedro 'Doc' Sanchez Scholar." Explain how your education from this program will enhance public service in the Government of Guam. (Maximum two pages, double-spaced).

LETTERS OF RECOMMENDATION / FINANCIAL SUPPORT (FOR AUTONOMOUS AGENCIES):

All letters should be included in the application packet and be addressed to the Chair, Public Administration and Legal Studies at the address provided above:

- A letter of recommendation on your behalf must be submitted by any government, education, or community leader on Guam (preferably from leaders who have direct knowledge of your work and academic capabilities as an employee within the Government of Guam).
- A letter of recommendation on your behalf must be submitted from your supervisor, department, or agency Director.

NOTE: You must submit a total of 2 letters of recommendations.

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ADDITIONAL LETTER FOR AUTONOMOUS AGENCY APPLICANTS

- Per Public Law 23-111, as amended, autonomous agencies are required to pay for tuition/fees and books of any merit employee from their organization selected to participate in the program. A letter of recommendation of your behalf must be submitted from your autonomous agency supervisor/director indicating that the financial support of tuition/fees and books shall be covered by the agency.

NOTE: If you work for an autonomous agency, a total of 3 letters must be submitted.

TRANSCRIPTS AND EDUCATION INFORMATION:

The following documents must be included with your application packet, where applicable.

- If have **received a high school diploma or General Equivalency Diploma** and have no college or university credits, please submit: a copy of your high school diploma or GED
- If you have **received college or university credits and have not attended UOG or been admitted to UOG** by the deadline of this application, please submit: Official transcripts from all college(s) and universities attended.
- If you are a **college or university graduate from an institution other than UOG** please submit: All college and university transcripts. Transcripts must indicate degree conferred.
- If you are **currently enrolled** at UOG, you DO NOT need to include transcripts. You must sign the statement to release transcripts included in the application in order for the Scholarship committee to access and review your transcripts.

NOTE: The process to be admitted to UOG is separate from this application. Selected applicants must be admitted to UOG as early as possible but no later than June 30, 2021.

GOVERNMENT OF GUAM EMPLOYMENT STATUS:

Prior to commencing studies under the scholarship, applicants must be a career classified government of Guam employee with a minimum of two (2) years of classified service, beyond the probationary period. Applicants must be in good standing with a satisfactory performance rating.

- A verification of employment, the form must include job title, pay letter grade and step, time-frame of classified position, and type of job classification (i.e. unclassified, classified, temporary, etc.)
- A copy of your most recent performance evaluation must be submitted

COMPLETED and received by the Sanchez Scholarship Program Coordinator on or before the deadline will be submitted to the Committee for selection to proceed to interviews. If you are selected for an interview we will notify of the date, time, and location. Will notify you in writing of the Committee's decision on your application and interview. If approved, you will be required to attend a MANDATORY PRE-AWARD ORIENTATION prior to receiving the award benefits.

FOR ADDITIONAL INFORMATION, YOU MAY CONTACT OUR OFFICE AT: (671) 735-2501, or via email at sbpaconnect@triton.uog.edu.

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*Please type or use black/blue ink. Submit the completed application and supporting documents to the School of Business and Public Administration Dean's Office, located at the University of Guam. Applications and supporting document may also be submitted online/digitally via email at INSERT EMAIL. Deadline to submit is Applications and support on or before **May 28, 2021 at 5pm**. LATE and/or INCOMPLETE applications and those without supporting documents **WILL NOT** be considered or reviewed. Refer to INSTRUCTIONS TO APPLICANTS accompanying this application form.*

SECTION 1: PERSONAL DATA

APPLICANT'S NAME:			
<i>LAST</i>	<i>FIRST</i>	<i>MIDDLE</i>	
DATE OF BIRTH:		PLACE OF BIRTH:	
PERMANENT HOME ADDRESS:			
MAILING ADDRESS:			
EMAIL ADDRESS:	CELL PHONE NO.:	HOME PHONE NO.:	WORK PHONE NO.:

SECTION 2: GOVERNMENT OF GUAM EMPLOYMENT STATUS

GOVERNMENT AGENCY EMPLOYER AND ADDRESS		TYPE OF AGENCY: <input type="checkbox"/> LINE AGENCY <input type="checkbox"/> AUTONOMOUS <input type="checkbox"/> SEMI-AUTONOMOUS	
POSITION TITLE:	WORK TELEPHONE NUMBER:	FAX TELEPHONE NUMBER:	
LENGTH OF SERVICE IN THE GOVERNMENT OF GUAM TO DATE:	SUPERVISOR NAME/TITLE:	SUPERVISOR TELEPHONE NUMBER:	

SECTION 3: EDUCATIONAL DATA

HIGH SCHOOL ATTENDED (include full mailing address):		DATE OF GRADUATION or GED RECEIVED:	
<input type="checkbox"/> BACHELOR'S	ACCEPTED FOR ADMISSIONS TO THE UNIVERSITY OF GUAM: <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> IN PROCESS	STUDIES TO COMMENCE: (Circle One) Fall Spring <input type="checkbox"/> Semester _____ Academic Year	
<input type="checkbox"/> MASTER'S			

If you attended other higher education institutions, please provide the information below. If you are claiming credits from other higher education institutions, transcripts must be received by UOG Admissions Office prior to interviews .

NAME & LOCATION OF INSTITUTION	PERIOD OF ATTENDANCE	DEGREE OR CREDIT HOURS EARNED	MAJOR

I intend to pursue an undergraduate degree (Bachelor's) in: <input type="checkbox"/> Public Administration <input type="checkbox"/> Criminal Justice <input type="checkbox"/> Business Administration <input type="checkbox"/> Business Administration in Accounting	I intend to pursue a graduate degree (Master's) in: <input type="checkbox"/> Public Administration <input type="checkbox"/> Business Administration
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APPLICANT'S SIGNATURE: _____

DATE: _____

STATEMENT TO RELEASE DOCUMENTS

I, _____, do hereby release all academic transcript and records,
(First, Middle, Last Name)

performance evaluations and other necessary documents to the Chair of the Public Administration and Legal Studies Department and to the Program Coordinator of the Pedro "Doc" Sanchez Scholarship for Career Employees of the Government of Guam.

SIGNATURE: _____

DATE: _____