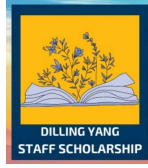


# Dilling Yang Staff Scholarship Program

## Guidelines

Grow your talents



Develop your skills

Thank you for your interest in the Dilling Yang Staff Scholarship Awards. The following guidelines will help you with your application. Please submit any questions or your completed application via:

**HR ServiceNow > Training & Development > Dilling Yang Scholarship.**

1. The purpose of the Dilling Yang Staff Scholarship Program is to support the professional development of **non probationary career staff with a full-time-equivalent salary less than or equal to \$5,870 per month** (effective July 1, 2022).
2. Granting of the scholarship awards is selective; not all applicants may receive funding.
3. Generally, scholarship awards will be granted up to \$500 per proposal to a maximum of \$500 per person per year. Other amounts may be considered (e.g., for higher tuition costs for UCSB undergraduate and graduate courses, special one-time funding requests, etc.).
4. Scholarship applications must be submitted for a SPECIFIC quarter (Summer, Fall, Winter, or Spring) in the current scholarship year (July-June). Applications intended to cover an entire year will NOT be accepted.
5. Scholarship applications must indicate the SPECIFIC title of the professional development activity for which funding is being requested.
6. For all professional development activities, other than UCSB Human Resources Training classes, **proof of registration and payment must be submitted with the scholarship application.**
7. Application submission deadline dates for priority consideration are as follows. Note: Late applications may be considered.  
Summer professional development activities (Jul 1 - Sep 30): **August 15**  
Fall professional development activities (Oct 1 - Dec 30): **October 15**  
Winter professional development activities (Jan 1 - Mar 30): **January 15**  
Spring professional development activities (Apr 1 - Jun 30): **April 1**
8. Awards can be used **for registration and educational fees only** for courses, training and other learning opportunities offered at **UCSB only**. Examples include:
  - UCSB undergraduate and graduate courses including **Reduced Fee Enrollment**
  - UCSB **PaCE** courses including **Open University**
  - UCSB **HR Training & Development** courses and workshops (e.g., Supervisory Certificate Program.)
  - UCSB affiliated conferences such as those offered by the **Professional Women's Association**
9. If your application is approved, reimbursement payment will be issued by Human Resources, providing that **proof of registration and payment has been received** by HR Training.
10. Within two weeks following the professional development activity, the applicant must complete a Dilling Yang Staff Scholarship Program evaluation form and return it to HR Training & Development, mail code 3160.
11. A certificate of recognition will be granted to each scholarship recipient following the conclusion of the scholarship year.