

# NJSNA Application Instructions for a **CONTINUING EDUCATION SCHOLARSHIP**

To encourage members of the NJSNA to continue their professional development the Association offers scholarships up to **\$1000** to any member who meets the following seven (7) criteria:

1. A current member of NJSNA
2. NJSNA member for 1 year or more
3. Currently employed in a job associated with school food service
4. Submits a completed application
5. Writes a letter justifying the scholarship request
6. Submits **TWO** current letter of recommendation from anyone verifying your ongoing commitment to the improvement of school foodservice
7. Receives a satisfactory written reference from current employer (note: this reference can serve as one of the required letters of recommendation)

The association has an annual budget for scholarships. Acceptance of applications and awards will be based on available scholarship funds.

Requests must be made a minimum of 2 months prior to the start of the class.

A maximum of two scholarships per calendar year will be awarded per member. A grade of B or higher must be earned to apply for a second scholarship in the same calendar year.

**If a grade of C or higher is not received, the scholarship money must immediately be returned to the NJSFSA in full.**

Proof of attendance and grade earned must be submitted within one month of completion of the class.

Submit the scholarship request and **all** required attachments in one envelope to:

**NJSNA  
c/o Executive Secretary  
PO Box 469  
Millburn, NJ 07041**

Please keep a copy of all submitted documents for your files:

- \_\_\_\_\_ Application
- \_\_\_\_\_ Justification letter
- \_\_\_\_\_ Letter of recommendation
- \_\_\_\_\_ Letter of Recommendation
- \_\_\_\_\_ Employee reference (if not used as one of the letters of recommendation)