



EDUCATION DEPARTMENT SCHOLARSHIP APPLICATION

To assist smaller congregations or congregations with limited means to send one or more people to an Alban education seminar, the Alban Institute is pleased to offer scholarship funds to subsidize half of the tuition expenses for Alban's learning events (up to \$250). There are several ways to qualify for these scholarships. Any one of the following qualifies:

- Your congregational budget is under \$120,000 with one full time pastor on staff.
- Your congregational budget is under \$250,000 with two full time pastors (senior or associate level).
- Second person attending from your congregation can use scholarship funds to pay for 50% of their tuition.
- You are in the first 5 years of your ministry
- You work for a diocese, synod, or other denominational judicatory

Please complete the application and return it to us at the address below.

1. My Alban Institute *Member #*: _____

2. I serve in a position of leadership, (volunteer or paid), in my church. *Position Title*:

3. I am attaching a copy of the annual budget of my church. I am registering for the seminar below. I am enclosing full payment of room and board and tuition. I understand that I can withdraw from the seminar without penalty if I do not receive up to half tuition. I will submit my request to withdraw within 14 days of the beginning of the seminar or forfeit a \$100 deposit plus any costs incurred from the conference center.

Seminar Title: _____

Dates: _____ *Location*: _____

Scholarships awarded may be up to one-half of the designated seminar tuition, not exceeding \$250 per seminar.

Tuition Fee (member's rate): \$ _____ *Scholarship requested (1/2 of fee up to \$250)*: \$ _____

Applicant's Name: _____

Address: _____

Work Phone: () _____ *Home Phone* () _____

"I submit that the following information is accurate to the best of my knowledge. I understand that this application is subject to review and approval before any funds will be awarded. I also understand that there may not be funds available to meet this request due to other applicants that may have been received before mine. It is further understood that funds are to be applied only to tuition and may not be used to offset other costs. If my request is not approved, and I choose not to attend this seminar, I understand that I am entitled to a refund of any money that I have paid the Institute."

Signature: _____ *Date*: _____

FOR OFFICE USE ONLY: Hahn Fund limited to women attending "Leadership" Courses

The Alban Institute ♦ 2121 Cooperative Way, Suite 100 ♦ Herndon, VA 20171
(800) 486-1318 ♦ Fax To: (703) 964-0370 ♦ Email To: education@alban.org



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General Fund

**Hahn Fund*

Amount Granted:

\$

Approved

Not Approved Reason Denied:

1st Approval Signature:

Date:

2nd Approval Signature:

Date:
