

The George P. Toth Career Advancement Fund Application

Established in 2004 in honor of the retirement of George P. Toth, PhD., Director of Career Services at SUNY Brockport, this fund is available to assist students with expenses associated with career-related activities, e.g., participating in an internship, graduate school application fees, personal attire for a professional job or graduate school interview or other expenses associated with a job search. If you have a questions about the appropriateness of a request, seek the advice of a member from Career Services, 101 Rakov Building.

Qualifications Applicants must be a current student. An applicant can receive only one award from this fund, and an award will not be greater than \$150. There should be a demonstrated financial need confirmed by the Financial Aid Office. Students must complete an application and schedule an appointment with a staff member in Career Services. Students must supply the name of one reference. If approved, applicants will receive a check within 10 days.

Please complete all items below and submit this form to Career Services

STEP 1

Name: _____ Banner ID: _____
Campus or Local Address: _____ Local Phone: _____
Indicate One: _____ Permanent Phone: _____
Freshman Sophomore Junior Senior Grad Student
Professional Interest: _____ Email Address: _____
Degree Pursued: _____

STEP 2

Amount Requested (\$150 maximum) : \$ _____ Purpose (be specific): _____

STEP 3

Attach a one-page explanation justifying why we should fund this activity.

STEP 4

Include an itemized budget indicating how the funds will be used.

STEP 5

Submit the application and documentation to:

Career Services, 101 Rakov Center or mail to Career Services, 350 New Campus Drive, Brockport, NY 14420

STEP 6

Schedule an appointment with a Career Services staff member (585-395-2159) to discuss your application.

STEP 7

Name of Reference (*faculty member or recent supervisor from career related job or internship*): _____ Phone: _____

STEP 8

Please provide a follow-up explanation on how the funds were used, and how this contributed to the implementation or success of your career plan. Submit or mail it to Career Services within two weeks after using the fund.

STEP 9

I understand the above requirements and have discussed them with a Career Services staff member.

Applicant's Signature: _____ Date: _____

Career Services Advisor: _____ Date: _____