

PHYLLIS GEBAUER SCHOLARSHIP IN WRITING, 2019-2020

The Phyllis Gebauer Scholarship in Writing seeks to acknowledge and foster the talent of promising writers from diverse backgrounds and cultures who might otherwise not have the opportunity to study their craft in a supportive educational environment. Phyllis Gebauer, a beloved Writers' Program instructor who taught starting in 1994, was passionate about providing learning opportunities for those who lack access. When she passed away in 2011, she left the Writers' Program a generous gift which funds this needs-based scholarship program. Up to six scholars are named annually, and each of the six recipients is given the opportunity to enroll in three full-length Writers' Program courses during a one-year period (mentorships, master classes, Writers Studio workshops, and 20-week courses are excluded). Courses may be taken either onsite or online but cannot be deferred for any reason.

ELIGIBILITY

In order to be considered eligible for the Phyllis Gebauer Scholarship in Writing, applicants must:

- Have a gross income not to exceed \$2,500 a month per individual. For households with more than one individual, add 10% for each additional person.
- Be a U.S. citizen or eligible non-citizen with a green card.

You are ineligible to apply if you are:

- A UCLA employee or a family member or dependent of a UCLA employee
- An MA, MFA, or PhD graduate in creative writing, screenwriting, literature, or journalism
- Pursuing a degree in *any field*
- An international student
- A former Writers' Program Scholarship recipient
- A former PEN Emerging Voices Fellow

Eligibility criteria will be reviewed and confirmed for all scholarship recipients.

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APPLICATION PROCESS

To be considered for the 2019-20 academic year, all of the following must be received in our office by **5pm on June 21, 2019**. Please note that this is *not* a postmark deadline, so we encourage you to apply early.

- A completed application form.
- Responses to the two essay questions.
- Two letters of recommendation. Recommendations may be from previous or current employers, teachers, former college professors, mentors, or leaders of volunteer or civic organizations with whom you have worked. All recommendations should be typed in 12-point font on the recommender's letterhead and should describe their relationship to you, how long they have known you, and why they feel you should be considered for a Phyllis Gebauer Scholarship in Writing.
- A signed copy of your 2018 Federal Income Tax Return with all schedules and worksheets (IRS form 1040, 1040A, 1040EZ, or 1040TEL, and W-2 forms). If you were claimed as a dependent on your parents' tax return, you must submit a signed copy of your parents' 2018 Federal Income Tax Return.
- A copy of the Student Aid Report (SAR) from the 2019-20 Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. ***NOTE: It can take anywhere from three days to two weeks to get your SAR, so fill out your FAFSA early. SARs will not be accepted after the deadline. The SAR is *not* the same as the FAFSA summary page you receive immediately after submitting your FAFSA application.*** Where it asks for School Code etc., use the information in the box below.

| Federal School Code | Name of College | College Street Address | State | Housing |
|---------------------|---------------------------------------|------------------------|-------|------------|
| 001315 | University of California, Los Angeles | 405 Hilgard Avenue | CA | Off-Campus |

- If you are currently unemployed and/or receiving public assistance, current documentation dated within the past 30 days verifying your source of income and monthly entitlement is required.
- The application checklist.
- The \$10 application fee, to be paid online via this link:
<https://portal.uclaextension.edu/specialrequest/publicSpecialRequest.do?method=addSpecialRequest&specialRequestId=123489733>

Applications may be hand-delivered or sent via FedEx, UPS, or U.S. Mail. Because U.S. Mail is routed through the UCLA campus mail system, it typically takes 2-3 extra days to arrive at our office. We recommend FedEx or UPS for expediency. See Application Checklist (page 5) for mailing address. Faxed or email submissions will not be accepted. Only complete applications will be considered; materials cannot be returned. UCLA Extension reserves the right to request additional financial documentation.

Scholarship recipients will be notified of their acceptance no later than August 30, 2019. Awards consist of any three courses within the Writers' Program (excluding the Writers Studio, mentorships, master classes, and 20-week courses) to be taken between fall 2019 and summer 2020. Courses cannot be deferred for any reason.

If you have questions regarding the Phyllis Gebauer Scholarship in Writing, contact Carla Janas at cjanas@unex.ucla.edu or (310) 825-9415. For questions regarding Financial Aid, contact (310) 825-4246 or finaid@uclaextension.edu.



**PHYLLIS GEBAUER SCHOLARSHIP IN WRITING, 2019-2020
Application Form**

Applicant's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Email: _____

Education Level (include major and year of graduation where applicable):

High School: _____ AA: _____ BA: _____

MA: _____ MFA: _____ PhD: _____

If you are awarded a 2019-20 scholarship, in which genre(s) do you expect to study?
(fiction, creative nonfiction, poetry, playwriting, feature film writing, television writing)

Please list any formal writing instruction (classes, workshops, etc.) you have had and tell us where and when the instruction took place.

I certify that all information contained within this application packet is true, complete, accurate, and that I meet all of the eligibility criteria listed on page 1. I give permission to UCLA Extension to share my application materials with the Scholarship Review Committee and to confirm my eligibility for the scholarship.

Applicant's Signature: _____ Date: _____

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Essay Questions

Please attach your responses to the two essay prompts below. Essays should be typed in 12-point Times New Roman font, double spaced with one inch margins, and should not exceed 250 words each. Be sure to include your name at the top of each page.

1. The Phyllis Gebauer Scholarship in Writing recognizes emerging and talented writers who lack access to writing education opportunities. Please tell us in what way you lack access and how becoming a recipient of a Phyllis Gebauer Scholarship in Writing will help you realize your writing goals.
2. Tell us about a quality, skill, or attribute that distinguishes you from other aspiring writers. Why should you be chosen as one of this year's scholarship recipients?

**PHYLLIS GEBAUER SCHOLARSHIP IN WRITING, 2019-2020
Application Checklist and Payment Information**

Please be sure your application includes the following materials. Incomplete applications cannot be considered.

- Application form
- Two letters of recommendation (If your recommenders are mailing their letters separately, please call our office prior to the deadline to confirm they have arrived.)
- Responses to essay questions
- A copy of your 2018 Federal Tax Return with all schedules and worksheets
- A copy of your 2019-2020 FAFSA Student Aid Report (SAR) (*Not* the same as the FAFSA summary page)
- A copy of your **Green Card** if you are not a U.S. citizen
- Verification of income (if unemployed or receiving public assistance)
- The \$10 application fee, to be paid online via this link:
<https://portal.uclaextension.edu/specialrequest/publicSpecialRequest.do?method=addSpecialRequest&specialRequestId=1234897333>

Mail or hand deliver all materials to:

The Phyllis Gebauer Scholarship in Writing
10960 Wilshire Blvd, Suite 1700
Los Angeles, CA 90024
Attn: Carla Janas

Only complete applications will be reviewed. Materials cannot be returned; make copies for your records.

THE DEADLINE TO SUBMIT AN APPLICATION FOR THE 2019-2020 ACADEMIC YEAR IS 5PM ON JUNE 21, 2019.

Applicants may include a self-addressed stamped postcard for confirmation of receipt of materials. Finalists will be notified no later than August 30, 2019. Fall quarter begins Monday, September 23, 2019.

Application requirements are subject to change based on University policies and guidelines.