



HUCTW/Harvard University Academic Enrichment Application September 1, 2011 - August 31, 2012



WHAT IS THE ACADEMIC ENRICHMENT FELLOWSHIP?

The Academic Enrichment Fellowship for dependants was created in 2004 to support working families with older children. The Fellowship was expanded in the 2007 contract, and now provides monetary assistance to parents of children aged 5-18 who have academic-related costs such as tutoring, test preparation courses, exam fees, academic extra-curricular activities, or college application fees.

ELIGIBILITY CRITERIA

1. You must:
 - * be part of the HUCTW bargaining unit and
 - * work at least 17.5 hours per week at Harvard.
2. The fellowship is available to staff who have children 5-18 years of age enrolled in an academic-related programs. Examples of qualifying programs include:
 - * academic tutoring or academic school programs
 - * academic-based extra-curricular activities or summer camps
 - * college prep classes
 - * college application fees

ABOUT THE AWARDS

- Fellowships only cover a portion of the academic enrichment costs for each applicant.
- Awards are made according to financial need and family situation within limitations of the fund.
- In order to receive the award, recipients must submit a copy of a deposited check or credit card statements to verify that payment was made.
- Awards have taxes withheld at the extra compensation rate (about 37.95%)
- All Applications are reviewed in August 2012 and awards are disbursed in your Harvard paycheck in September 2012.

HOW TO APPLY

- Complete your application.
- Attach a copy of the official program description and the first page of your 2011 federal tax return.
- Attach copy of deposited check/credit card statement to verify payment was made
- Submit your application to the HUCTW office by August 3, 2012.

QUESTIONS?

- Email huctw.childcare@huctw.org or call (617) 661-8289 x28.

NOTE: If you have enrichment costs that are not covered by this fellowship (including music, art, and athletic programs), please let us know about them! This information will provide valuable data to support the enhancement of the Academic Enrichment Fellowship during upcoming negotiations.



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Name _____

Harvard ID _____

Day-time phone _____

Email address _____

Home address _____

School/Department _____

Work address _____

Household income from 2011 _____

Estimated household income for 2012 _____

Number of children in your household _____ Number of adults _____

Name of child _____

Age _____ Birth date _____

Please describe your child's academic enrichment program/s on a separate sheet.

- Include:
1. the number of days per month your child attends,
 2. the length of the program,
 3. the program cost, and
 4. the group sponsoring the program.

- Attach:
1. a copy of the official description of the program to your application and
 2. a copy of a deposited check/credit card statement
 3. a copy of the first page of your 2011 federal tax form (If you file separately from your partner, please include the first page of both tax forms).

Mail applications to: HUCTW Academic Enrichment Fellowship
15 Mount Auburn Street
Cambridge, MA 02138
Fax number: (617) 661-9617