

Proposed Changes to
OPERATING POLICIES FOR THE EDUCATION ASSISTANCE PROGRAM/
EDUCATION ASSISTANCE COMMITTEE OF THE CIVIL SERVICE COUNCIL

PURPOSE

The Education Assistance Program was established in 1982 by the Civil Service Employees Council (CSEC) of Southern Illinois University Carbondale to provide financial assistance for dependents of civil service employees who attend SIUC. The Education Assistance Program shall be financed by employee contributions, income from an endowment fund, and proceeds from fund raising activities sponsored by the Civil Service Council (CSC).

The CSC shall maintain sole authority and jurisdiction for the development, implementation, and administration of the Education Assistance Program. The Education Assistance Committee (hereinafter referred to as "The Committee") acting under the auspices of the CSC, shall be directly responsible for the management of the program. If any portion of the operating policy of the Committee is considered to be in conflict with the Bylaws of the CSC, the CSC Bylaws shall take precedence.

The Committee acknowledges its responsibilities to manage the program in accordance with SIUC's fund raising guidelines and within the purview of the [Vice Chancellor for Development and Alumni Relations](#). ~~Institutional Advancement and the office of University Relations.~~

ELIGIBILITY

Duration: The Education Assistance benefit will be granted for a total of 130 semester hours. The benefit is not applicable for non-credit or graduate or professional studies. [Students enrolled in pre-nursing or nursing courses who are taking those courses on the Carbondale campus shall be eligible for the award, provided they meet all other criteria.](#)

AWARDS ALLOCATION POLICY

As soon as possible after the close of an application/collection period, the Committee shall review the applications received to determine eligibility of applicants. A statement shall be generated for each collection period in order to determine the total income for that period. The Committee shall recommend the names and amount of awards at the next CSC meeting, based on revenue received during the collection periods as follows: any contributions, interest income, and net income generated by fund raising activities. [Interest income generated by the Endowment, if allotted only once a year, shall be divided evenly between each collection period.](#)