The goal of the SUNY New Paltz Career Resource Center’s “SUIT YOURSELF” Stipend Program is to enable eligible students to purchase professional attire for job interviews with a “clothing award” of up to $200. The “SUIT YOURSELF” stipend was created with the understanding that, for the majority of college students, buying a suit can be a financial burden. The “SUIT YOURSELF” stipend recognizes the importance image plays in an employer’s decision regarding an applicant for a position. This stipend shows a commitment on the part of the Career Resource Center in investing in the career goals of SUNY New Paltz students.

The “SUIT YOURSELF” Stipend Program is open to seniors who meet the criteria listed below. The $200 clothing stipend will be awarded to up to 18 students in the spring semester. If selected, the award will be given in two separate installments: $100 will be disbursed before you make your purchase, and the remaining $100 will be disbursed when suits and original receipts are submitted for approval.

Student Eligibility
• Full-time, matriculated undergraduate student in their senior year (graduating May, August, or December 2016) attending SUNY New Paltz
• Demonstrated financial need; The CRC will check all applicant’s need with Financial Aid Office
• Must be in good academic and judicial standing with the University
• Seeking an internship, student teaching placement, or full-time professional job

Application Procedure
All Applicants are asked to submit:
□ A completed application form available from the Career Resource Center, HUM 105 or online at http://www.newpaltz.edu/careers (incomplete applications will not be considered)
□ A copy of a current unofficial transcript (available at my.newpaltz)
□ A one-page essay: Provide a brief overview of your possible career goals and perceived strengths and barriers
□ Signed “SUIT YOURSELF” Agreement

Complete application packets (application form and agreement, unofficial transcript, & essay) can be submitted to the Career Resource Center, HUM 105.

The application deadline for spring 2016 is Friday, March 4 by 4pm

For assistance with any part of the application, please visit the Career Resource Center.
THE “SUIT YOURSELF” STIPEND PROGRAM APPLICATION

Spring 2016

Student Information (to be completed by the applicant)

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<th>Major/Minor</th>
<th>Month and Year of Graduation</th>
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The information that I have submitted is true and correct. I understand that any misrepresentation of the information submitted will disqualify me from consideration. I understand that the information contained in this application is confidential and will only be shared with the members of the “SUIT YOURSELF” Stipend Selection Committee. The CRC will be checking my financial need status with the Financial Aid Office as part of the eligibility for this stipend. I give permission for my GPA and disciplinary record status be verified. I understand that if I am awarded the stipend, my name and photo may be made public. In addition, I agree to participate in an etiquette program on professional dress.

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U.S. Citizen? ☐ Yes ☐ No If No, Country of Citizenship______________________________

If No, Visa # ____________________________

Visa type ____________________________
The “SUIT YOURSELF” Agreement Contract

The following agreement is designed to inform and protect all participants in the “Suit Yourself” program including the student recipient and SUNY New Paltz.

Participant/Student’s Name: _____________________________________________

As a recipient of the $200 stipend from the “Suit Yourself” program, you agree to the following stipulations:

1. The $200 must be fully used toward the purchase of professional interview attire. This must include one interview suit. If you have funds remaining, you may also purchase: dress shirts or blouses, ties, shoes, socks and anything else appropriate to complete your outfit.

2. The award will be given in two separate installments: $100 will be disbursed before you make your purchase, and the remaining $100 will be disbursed when outfits and original receipts are submitted for approval.

3. Outfits and original receipts must be submitted for approval by a CRC counselor before wearing or removing tags. (***This is mandatory and subject to repayment of the award if not completed by the deadline date.*** In addition, you may be subject to a hold on your student account.)

4. Only original receipts may be submitted and will be retained by the Career Resource Center after approval of your purchases.

5. Any unused stipend amount must be repaid to CAS, so please use your full amount. Any amount over the $200 must be covered by the recipient.

By signing this agreement, I am verifying that I understand the stipulations above, and agree to allow the Career Resource Center to publicize my name as part of future promotions of this program.

______________________________________________

Signature

Date