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 is a financial need based award. 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 undergraduate seniors who meet the criteria listed below. We have awards for up to 20 students this year.

**Student Eligibility**
- Full-time, matriculated undergraduate student in their senior year (graduating May, August, or December 2017) 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

**Application Procedure**
All Applicants are asked to submit:

1. A completed application form available from the Career Resource Center, HUM 105 or online at http://www.newpaltz.edu/careers (incomplete, poorly written or late applications will not be considered)

2. A copy of a current unofficial transcript (available at my.newpaltz)

3. A minimum one-page essay describing financial need and how this professional financial need based award will benefit you.

4. A Signed “SUIT YOURSELF” Agreement

Submit complete application packets (application form and agreement, unofficial transcript, & essay) to the Career Resource Center, Humanities 105
Application deadline is Friday, December 9th by 4pm

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

December 2016

Student Information (to be completed by the applicant)

__________________________________________________________________________________
First Name     Last Name

__________________________________________________________________________________
School Address

__________________________________________________________________________________
Home Address     City    State   Zip

__________________________________________________________________________________
Phone      E-mail address

__________________________________________________________________________________
Major/Minor       Month and Year of Graduation

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 follow guidelines for purchases and attend brief session on what will be appropriate suit attire.

__________________________________________________________________________________
Signature          Date

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 award from the “Suit Yourself” program, you agree to the following stipulations:

1. The $200 award 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. Any unused stipend amount **must be returned**, so please use your full amount. Any amount over the $200 award must be covered by the recipient.

2. 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, Friday, February 3rd, 2017. If attire does not meet guidelines* recipient will be asked to return items and purchase different items. (Please keep this in mind when making purchases, as final sale items may not be returned and we will not make exceptions based on store policies.)

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

4. All recipients must complete a mock interview in the CRC wearing their interview attire by February 28th.

*guidelines— an info sheet with images will be provided and recipients will be required to attend a brief info session to learn more about program requirements.

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 and a photo via social media, digital signage and other future promotions of this program.

______________________________________________ _______________________
Signature       Date