



NORTHERN SUBURBAN SPECIAL EDUCATION DISTRICT (NNSSED)
FOUNDATION
MAGGY MILLER VOCATIONAL SCHOLARSHIP

This scholarship is in loving memory of Maggy Miller, who touched the lives of so many during her too short time, and will always be remembered for her warm smile and sense of grace.

Purpose

The purpose of the Maggy Miller Vocational Scholarship is to provide a meaningful job training opportunity to a young adult who has completed their education and has graduated from an NNSSED or District Transition program. The goal of the scholarship is to assist a young adult in capitalizing on their abilities and develop transferable clerical skills.

The recipient will perform office support duties at the NNSSED District Services Center approximately 6 to 12 hours per week. A consistent schedule will be developed and all effort will be made to arrange mutually convenient times on Monday through Friday between the hours of 8am to 4pm. Job training and shadowing will be provided by an NNSSED Administrative Assistant with support fading over time.

Vocational opportunities may include:

- Document Copying
- Document Filing
- Phone Answering
- Basic Word Processing
- Data Entry

The recipient will ultimately be expected to complete tasks independently and/or with natural supports. The Scholarship award is \$5,000 for the one year period January through December 2012.

Eligibility to Apply

Any young adult who has graduated from an NNSSED or District Transition program is eligible to apply for the NNSSED Foundation Maggy Miller Scholarship. Applicants for the scholarship are required to submit a completed application, three (3) letters of recommendation and participate in a personal interview with the NNSSED Foundation Executive Director, member(s) of the NNSSED Foundation Board of Directors and an NNSSED Administrative Assistant.

Benefits to the Recipient

In addition to specific clerical skills, the scholarship recipient will have an opportunity to develop time management, problem-solving, and other key self-determination skills. Assistance with resume writing and mock job interviewing will also be provided as well as an opportunity to practice proper office etiquette in a supportive environment.

Determination of Scholarship Award

Upon receipt of a completed application, letters of recommendation and in-person interview, the NSSED Foundation Scholarship Committee will review and make a recommendation to the NSSED Foundation Board of Directors regarding the scholarship award. The decision of the NSSED Foundation Board of Directors is final and not open for review.

Criteria to determine the Scholarship Award will include, but not be limited to, opportunity to build on the individual's potential, applicant's interest in pursuing future clerical opportunities in the community, and potential to perform responsibilities independently with natural supports.

Amount of Payment of Scholarship Award

The NSSED Foundation will award one \$5,000 scholarship for January through December, 2011.

The Maggy Miller Vocational Scholarship awardee will be noted by name and/or picture in various publications. Applicants grant NSSED Foundation the absolute right and permission to use photographs in any and all promotional materials and publicity efforts.

All applications and letters of recommendations should be postmarked no later than Friday, December 02, 2011 and submitted to: Ms. Julie Becker, P.O. Box 2575, Northbrook, IL 60065-2575 or e-mailed to jbecker@nssedfoundation.org.

Please contact Julie Becker (847) 971-7971 or jbecker@nssedfoundation.org with any questions.

**NORTHERN SUBURBAN SPECIAL EDUCATION
FOUNDATION
MAGGY MILLER VOCATIONAL SCHOLARSHIP
APPLICATION FORM**

Last Name _____ First Name _____ Middle Initial _____

Permanent Home
Mailing Address _____ Apartment # _____

City _____ State _____ Zip Code _____

Telephone # Home _____ Cell _____

Email Address _____ Date of Birth _____

Social Security Number _____

PARENT/GUARDIAN DATA

Last Name _____ First Name _____ Middle Initial _____

Address _____

Relationship to Applicant _____ Day Telephone _____

Email Address _____

HIGH SCHOOL/TRANSITION PROGRAM DATA

Official High School/Transition Program Name

City _____ State _____

Graduation Date: Month _____ Year _____

VOCATIONAL GOAL _____