

**CSU TRUSTEES' AWARD**  
**FOR OUTSTANDING ACHIEVEMENT**  
**SF STATE CAMPUS DEADLINE: NOON, APRIL 5, 2024**

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The William Randolph Hearst Foundation established an endowed scholarship fund in 1984 to honor William Randolph Hearst, founder of the Hearst newspaper chain. In 1999, the William Randolph Hearst Foundation partnered with the CSU Board of Trustees to create the CSU Trustees' Award for Outstanding Achievement. Contributions from CSU Trustees and private donors increase the value and number of available awards. Specially named scholarships are awarded by the selection committee based on criteria such as studying in the STEM or Education fields, Veteran status, and exemplary community service.

The awards recognize students who have **overcome adversity**, demonstrate financial need, and have **attributes of merit** including superior academic performance, significant personal achievements, and exemplary community service.

Twenty-three scholarships will be awarded in the amount of **\$7,000** for the 2024-25 academic year. Nominees with the highest scores will be interviewed by the CSU Foundation to select the Trustee Emeritus Ali C. Razi Scholar – a **\$18,000** award. Other awards include: the Reed Scholar award for **\$12,000**; the Hampton Scholar award for underrepresented students – an **\$11,000** award; the Galinson Scholar for exemplary public service – an **\$8,000** award.

Applicants must:

- Demonstrate superior academic performance, with a minimum cumulative **GPA of 3.0** on a 4.0 scale, and be in good academic standing – to be verified by Registrar's Office
- Demonstrate financial need as determined by the Office of Financial Aid  
International and undocumented students – see page 2 for how to document financial need
- Be currently enrolled as a **full-time** undergraduate or graduate student, in any major or field, at SF State and **remain a full-time** student for the entire 2023-24 academic year

**The campus deadline for receipt of applications  
is NOON, APRIL 5, 2024,  
at which time  
a link to your complete application  
on your personal SF State "BOX" account  
must be emailed to Dr. Joy Viveros at [fellows1@sfsu.edu](mailto:fellows1@sfsu.edu)**

***Note: The CSU deadline of May 20 does not apply to SF State applicants.*** Only SF State's nominee's application materials will be forwarded by the Fellowships Office to the CSU Foundation by the CSU deadline.

The Fellowships Office will review applications to ensure that they meet all requirements and, in consultation with the campus President, will select and forward to the CSU Foundation one nomination.

A complete application includes:

- Two letters of recommendation, at least one from an SF State faculty member. *See page 5 for instructions.*
- A completed Application Checklist.
- A completed Applicant Information Form.
- For [U.S. Citizens and Permanent Residents](#), Proof of Financial Aid:  
Provide a printout or screenshot of your Financial Aid Award Summary for 2024-25. If you do not have one yet, provide a Financial Aid Award Summary for the current (2023-24) academic year. OR
- For [International students and Undocumented/AB540 students](#), a Financial Need Form:  
Fill out the “Financial Need Form for International Students” *linked at the bottom of the page* at: <https://fellowships.sfsu.edu/csu-trustees-award-outstanding-achievement>
- A Personal Statement in which you describe, in up to **300 words each** (please number your essays 1-4):
  - 1. an experience that has impacted your personal growth;**
  - 2. a time you failed at something that was important to you, and what you learned** from that experience;
  - 3. why you selected your discipline (your major) and how it prepares you** for your academic, professional, or career goals. Include a discussion of **your accomplishments as a student and what you plan to achieve** in your intended occupation;
  - 4. your public service activities and the leadership or excellence** you have shown in these activities beyond the classroom. These could include working, volunteering, or interning in the nonprofit or government sectors, political activism, or helping others in a specific way, including taking on significant family obligations. Any activities beyond your own family and classmates will be of special interest to the committee. Describe **why you have committed yourself to these particular activities.**
- Biography, 1-3 paragraphs. *See sample [CSU Trustees' Award biographies](#)* to get a sense of how to write yours.  
If you are a nominee, this will need to be approved by University Communications. Format is approx. 1-3 sentences each on: challenges you’ve overcome; university you’re attending and your major; any honors you’ve received; your current work; your volunteer work or organizations you are or have been involved in; your future plans and aspirations.
- A video of a speech, about 3 minutes in length, that describes how you have overcome adversity, how education has transformed your life, and your goals and aspirations, including how you hope to impact the lives of others.  
Don't worry about video's “production values,” there’s no need to add music or fancy titles. The campus committee simply wants to “meet you” by way of your video speech.
- A written version of your 3-minute speech.

If you are SF State’s nominee, you will need to submit (including photos and release forms).

Should the Foundation select you as a top-scoring nominee, the Fellowships Office will help prepare you for an interview with the CSU Foundation,

The nominee’s completed application packet will be delivered by San Francisco State (*not by the applicant*) by May 20, 2024 to the CSU Foundation, CSU Office of the Chancellor, 401 Golden Shore, 6th Floor, Long Beach, CA 90802

*Direct questions to Dr. Joy Viveros, Director, Fellowships Office, at [fellows1@sfsu.edu](mailto:fellows1@sfsu.edu).*

This application packet can be downloaded from: <https://fellowships.sfsu.edu/csu-trustees-award-outstanding-achievement>

**CSU SYSTEMWIDE SCHOLARSHIPS FOR 2024–2025**  
**CSU TRUSTEES' AWARD FOR OUTSTANDING ACHIEVEMENT**

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**APPLICANT INFORMATION FORM**  
*Please type or print carefully in capital letters*

**Name:** \_\_\_\_\_

**Student Identification Number:** \_\_\_\_\_

**Current Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Permanent Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

Preferred Mailing Address:  Current  Permanent

**Phone Number:** \_\_\_\_\_ **Alternate Phone Number** \_\_\_\_\_

**Email Address:** \_\_\_\_\_  
*choose the best email address to reach you about your application*

**I am currently attending SF State as a full-time student**

**I am a**

**Freshman**

**Sophomore**

**Junior**

**Senior**

**Senior who will be an SF State graduate student in 2024-25**

**Graduate, 1<sup>st</sup> Year**

**Graduate, Continuing**

**CSU Campus I will be attending next academic year (in 2024-25):**

**San Francisco State University**

**Other**

**Number of units you anticipate taking in the 2024-25 academic year:**

*To be eligible for this award, you be a full-time student both semesters of next academic year*

Full-time for **undergraduates is 12 units** and full-time for **graduates is 8-9 units**

**Fall 2024** \_\_\_\_\_ **Spring 2025** \_\_\_\_\_ **Summer 2025, if any** \_\_\_\_\_

**Major:** \_\_\_\_\_

**Anticipated Graduation Date:** \_\_\_\_\_

**Undergraduate GPA:** \_\_\_\_\_ (all college, not just SF State)

*If you are a graduate student*

**Graduate GPA:** \_\_\_\_\_

**Cumulative GPA:** \_\_\_\_\_ (all college, including undergraduate)

*Please Note: Your GPA will be verified by the Registrar's Office.*

**ACCEPTANCE OF SCHOLARSHIP TERMS**

By submitting this application, I certify that the information is complete and accurate. I understand that scholarships may be denied or withdrawn if any information reported on this application is found to be intentionally misleading or inaccurate. I understand that I must meet all award requirements at the time funds are distributed to me. In the event that I am selected, I further authorize the CSU to publicize my selection and conduct research related to my future employment. I agree to adhere to all scholarship terms and guidelines as set forth by the California State University Foundation in the 2024-2025 scholarship criteria which includes the requirement that I remain a student in good standing during the entire academic year. I further agree to repay any scholarship funds as requested the California State University Foundation on behalf of the scholarship fund donor in the event that I am unable to fulfill my academic commitment for any reason and to notify the Foundation in writing.

Your Signature \_\_\_\_\_ Date \_\_\_\_\_

You may type in your name at this time. If you are SF State’s nominee, you will need to sign this form

*Please indicate your preferred pronoun(s):*

\_\_\_\_\_

**CSU SYSTEMWIDE SCHOLARSHIPS FOR 2024–25  
CSU TRUSTEES’ AWARD FOR OUTSTANDING ACHIEVEMENT**

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**APPLICATION CHECKLIST**

**APPLICANT NAME:** \_\_\_\_\_

**APPLICANT SID#** \_\_\_\_\_

- I am currently Enrolled Full-Time (in F2023-S2024)
- I will be enrolled Full-Time at SF State both semesters of F2024–S2025  
*Full-time for undergraduates is 12 units and full-time for graduates is 8 or 9 units*
- My cumulative (all college) Grade Point Average is \_\_\_\_\_
  
- **I AM EMAILING DR. VIVEROS BY APRIL 5, 2024**  
**A LINK TO A FOLDER ON MY SF STATE “BOX” ACCOUNT**  
**WITH EACH OF THE FOLLOWING:**  
*See “How To Instructions” on Page 6*
  - Personal Statement: answering each of the 4 prompts
  - Short Biography: 1-3 paragraphs
  - Written Version of 3-Minute Speech
  - Video of 3-Minute Speech (I have uploaded my video to BOX)
  - Proof of Financial Need – for U.S. Citizens and Permanent Residents:
  - *A printout or screenshot of my Financial Aid Award Summary for 2024-25. If I do not have one yet, I have provided a Financial Aid Award Summary for the current (2023-24) academic year.*OR
  - Financial Need Form – for International students and Undocumented/AB540 students: I have filled out the “Financial Need Form for International Students” linked at the bottom of the page at:  
<https://fellowships.sfsu.edu/csu-trustees-award-outstanding-achievement>
- I have asked 2 recommenders – **at least 1 from an SF State academic instructor** – to submit recommendations on my behalf by no later than **April 5, 2024**.
  - **I am keeping track to ensure that they do so.**
  - I instructed recommenders:
    - to **attach a PDF of their letter, signed and on letterhead**, to this email address:  
[Trustee.5casacoq7ibrivxw@u.box.com](mailto:Trustee.5casacoq7ibrivxw@u.box.com)
    - If copy-and-pasted email address reads **mailto:Trustee.5casacoq7ibrivxw@u.box.com**, "**mailto:**" **must be deleted or the recommendation will not be received**
    - The letter should be **addressed to – CSU Trustees’ Award Selection Committee** (*NOT to Dr. Viveros*)
    - *Once successfully uploaded, recommender should receive a confirmation from "Box"*

Name and email address of recommender 1:

Name and email address of recommender 2:

**CSU SYSTEMWIDE SCHOLARSHIPS FOR 2024–25**  
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**INSTRUCTIONS FOR UPLOADING  
APPLICATION DOCUMENTS AND VIDEO  
TO YOUR PERSONAL SF STATE “BOX” ACCOUNT**

**1. HOW TO CREATE A PERSONAL SF STATE “BOX” ACCOUNT**

if you don’t already have one – or to login if you already have one:

- **Log in to Box at SF State**
- Provide your SF State username or Student ID# and password

**2. HOW TO CREATE AN “APPLICATION FILE FOLDER” IN YOUR BOX ACCOUNT**

- On your personal BOX page, navigate to the UPPER RIGHT side of the screen, and **CLICK “NEW,” THEN SELECT “FOLDER”**
- **NAME THE FOLDER:** “YOUR NAME TRUSTEES AWARD APPLICATION FILE”
- **CLICK “CREATE”**

**3. HOW TO UPLOAD YOUR DOCUMENTS AND VIDEO  
TO YOUR “TRUSTEES AWARD APPLICATION FILE” FOLDER IN YOUR BOX ACCOUNT**

- On your personal BOX page, **“CLICK” “YOUR NAME TRUSTEES AWARD APPLICATION FILE”**
- **UPLOAD EACH DOCUMENT FROM YOUR COMPUTER:**
  - Navigate to the UPPER RIGHT side of the screen, and **CLICK** the **“UPLOAD”** button
  - Select the file on your computer and **CLICK “OPEN”**

**4. HOW TO SUBMIT YOUR COMPLETE APPLICATION FILE**

WHEN YOUR FILE IS COMPLETE, **EMAIL DR. VIVEROS A LINK  
TO YOUR “TRUSTEES’ AWARD APPLICATION FILE” FOLDER  
IN YOUR SF STATE “BOX” ACCOUNT**

- On your personal BOX page, **hover over the folder** titled, “TRUSTEES AWARD APPLICATION FILE,” with all your application documents and your 3- minute video
- **CLICK “SHARE”** and type in the email [fellows1@sfsu.edu](mailto:fellows1@sfsu.edu)

**5. EMAIL [fellows1@sfsu.edu](mailto:fellows1@sfsu.edu), TO ASK FOR CONFIRMATION THAT YOUR APPLICATION  
HAS BEEN PROPERLY UPLOADED TO THE CSU TRUSTEES’ AWARD “BOX” FOLDER.**

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**IMPORTANT: IF YOU SIMPLY EMAIL YOUR “BOX” FOLDER LINK to [fellows1@sfsu.edu](mailto:fellows1@sfsu.edu),  
YOUR APPLICATION WILL NOT BE PROPERLY SUBMITTED AND MAY NOT BE  
CONSIDERED!**

**INSTEAD, the proper procedure is to “SHARE” YOUR FOLDER WITH [fellows1@sfsu.edu](mailto:fellows1@sfsu.edu)  
WHILE YOU ARE IN YOUR “BOX” ACCOUNT, and then to EMAIL [fellows1@sfsu.edu](mailto:fellows1@sfsu.edu) FOR  
CONFIRMATION that your application has been received.**

Please follow this instruction precisely.