



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

November 1, 2018

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY19-13
Distributed via Campus Email

To: PVAMU Faculty & Staff

From: Corey S. Bradford 
Senior Vice President for Business Affairs

Re: Panther Employee Scholarship/Exemption Program

This announcement is sent to remind you of the ***Panther Employee Scholarship Program***. Prairie View A&M University believes that receiving a quality education opens the door of endless possibilities for not only our current students, but also our faculty and staff. This initiative will financially assist our eligible faculty, staff or their spouses or dependents who aspire to complete their degree and/or certification, right here at our great Institution. ***The program will now pay up to 6 hours per semester for each fall, spring and summer term for a total of up to 18 hours per academic year.***

For current employees utilizing the program, this is a reminder that you must submit an application for each semester you wish to receive benefits. The deadlines are listed in the program's guidelines in section (c) at <https://www.pvamu.edu/fmsv/wp-content/uploads/sites/37/ESEP-Policies-and-Procedures.pdf>. If you would like to continue to utilize the payroll deduction option for out of pocket expenses, you must also submit a separate payroll deduction application, located in the forms library, for each semester you wish to attend by the deadlines listed in the guidelines at the link above.

Also, I would like to emphasize that in order for you or your loved ones to be considered for the program, each employee must attend an information session about the program. If you have previously attended a session, you do not need to attend another one. The next sessions will be offered for applications being accepted for spring 2019 as follows:

- Monday, November 5, 2018 – 10:00 a.m. –A.I. Thomas Administration Bldg-Auditorium
- Mon, November 5, 2018 – 2:00 p.m. - A.I. Thomas Admin. Bldg-Auditorium
- Mon, November 12, 2018- 10:00 a.m. - A.I. Thomas Admin. Bldg-Auditorium
- Tuesday, November 13, 2018-2:00 p.m.-A.I. Thomas Administration Bldg- Auditorium

You must register to attend the session at
https://prairieview.co1.qualtrics.com/SE/?SID=SV_6D37h3CE5YcwFFP

The deadline for applications for spring 2019 is December 1, 2018. Applications will not be accepted after the deadline. Applications may be submitted prior to registration of classes.

Please review the following web page for the program's policies, eligibility requirements for participation, and to register for an information session here: www.pvamu.edu/esep.