

Awards Timeline

January

Second week: Send e-mail to graduate students to remind them of three awards: Alexiou, Bursa, and Ashford Fellowship. Note information is on our Web page (see “Awards”). Deadline is the second Friday of March.

The awards are:

- Theodore and Venette Askounes-Ashford Graduate Fellowship
- Alexiou Award in Environmental Chemistry
- George Bursa Award

March

Second Friday: Collect applications.

Following Monday, arrange for Review Committees from Graduate Council (Reminders to Director of Graduate Studies). Set deadline for March 31.

April

First week? Prepare paperwork. Scholarship Distribution Request form, to be completed.

First week? Plaques: Brown’s on Florida Avenue (allow two weeks).

Second week: Invite donors?

Nicholas Alexiou, M.D., M.P.H
400 Island Way, Apt 202
Clearwater, FL 33515
727 443-3691
(Alexiou Award)

Robert Ashford, J.D., Ph.D.
Professor of Law, Syracuse University
rashford@law.syr.edu
315 443-1111

Mrs. Barbara Bursa Martin
935-0281

Third week: Arrange for students to be present.
Arrange for someone to present and take pictures.

Fourth week: Complete USF Foundation forms Scholarship Distribution request (see notes).

Money: Alexiou: \$500
 Ashford \$1000
 Bursa: \$1000

May

Second week: Follow up to make sure students received check or award notification.