

**Association of Old Crows and AOC Educational Foundation  
Dixie Crow Chapter  
P.O. Box 1331  
Warner Robins, GA 31099-1331**

**CIVILIAN EMPLOYEE SCHOLARSHIP (CES) GRANT PROGRAM  
APPLICATION INSTRUCTIONS**

**1. Mail the completed application and copies of receipts/supporting documentation to:**

**Civilian Employee Scholarship Program  
Dixie Crow Chapter  
P.O. Box 1331  
Warner Robins, GA 31099-1331  
[adam.delestowicz@robins.af.mil](mailto:adam.delestowicz@robins.af.mil)**

**2. Retain a copy of the application for your records.**

**3. For those students enrolled at colleges that run consecutive eight week courses, submit an application for the second eight week course along with the initial application and contact the CES chairman for further application details.**

# **Association of Old Crows Civilian Employee Grant Guidelines**

## **I. PURPOSE**

To provide financial awards for selected civilian personnel at Robins Air Force Base who are pursuing a degree related to electronic warfare and information superiority. This program is intended to complement the Department of Defense Tuition Assistance Program that typically covers 75% of qualified course costs.

## **II. POLICY**

These scholarships will be awarded to students who have demonstrated outstanding academic ability and meet all the criteria established in the following:

### **A. Qualifications:**

1. Must be civilian personnel stationed at RAFB employed by Warner Robins Air Logistics Center (WR-ALC) or Air Force Reserve Command (AFRC) in the grade of GS-12 or below or WG-13 or below.
2. Must be a U.S. Citizen.
3. Assistance is applicable to only college-level courses in those technical majors applicable to the field of electronic warfare or information superiority (to include Logistics, Information Technology, Electrical Engineering Technician (EET) classes), and reimbursable under the Government Tuition Assistance Program;
4. Assistance is not available to those students selected to participate in the Long-Term Full-Time Training program offered by RAFB.
5. Must not be receiving any other Dixie Crow Scholarship or a full scholarship from another entity. Student financial need should be taken into consideration.

### **B. Selection:**

1. Applications are available at the Dixie Crow Web Page ([www.dixiecrow.org](http://www.dixiecrow.org)). Interested students should submit an application to the Dixie Crow Chapter Educational Foundation Chairman, P.O. Box 1331, Warner Robins GA 31099-1331 or email [adam.delestowicz@robins.af.mil](mailto:adam.delestowicz@robins.af.mil).
2. Selection will be made with no regard to race, color, creed, sex, or national origin.

### **C. Scholarship Award:**

1. Scholarship awards shall consist of reimbursement of out of pocket costs of attending qualified courses not to exceed \$250 per semester. Out of pocket expenses include the difference between the cost of the course and the 75% reimbursed by the Defense Tuition Assistance Program, plus any book costs, laboratory costs, etc. Copies of receipts must be provided with the application form.
2. Summer sessions will not be covered by the Dixie Crow Chapter Civilian Employee Grant
3. These awards may be presented at a ceremony conducted by the Dixie Crow Chapter.

4. These are reimbursable awards. Students may re-apply each session that they continue to meet the qualifications. Not to exceed 1000 dollars per calendar year.

5. Scholarship recipients will receive a complimentary membership into the Association of Old Crows, and will receive a subscription to the Association's Journal of Electronic Defense.

D. Disbursement of Funds:

Scholarships will be funded on a “first-come, first served” basis to qualified candidates as long as funds are available. Applications are available on the Dixie Crow Web Page. While the Dixie Crow Chapter is dedicated to helping civilian members meet their financial needs, grants are limited to a maximum of \$250 per individual per semester. Not to exceed 1000 dollars per year.

All applications must be received no later than 30 days after the beginning of each academic session.

**III. COMMITMENT**

A. The Dixie Crow Chapter is committed to the purpose and policies contained herein. All changes to this policy statement must have the approval of the Dixie Crow Chapter.

B. The Dixie Crow Chapter is committed to yearly renewal of this scholarship program contingent only on the availability of funds.

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**CIVILIAN EMPLOYEE EDUCATION GRANT PROGRAM  
APPLICATION**

Date: \_\_\_\_\_

Semester for which Grant is applied: \_\_\_\_\_

Name: \_\_\_\_\_ Rank/Service \_\_\_\_\_  
(Last, First, Middle)

Unit of Assignment/Address:

- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Duty Phone: \_\_\_\_\_ Home Phone \_\_\_\_\_

Name/Address of School Attending

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Course Title: \_\_\_\_\_ Number of Hours: \_\_\_\_\_

Tuition Cost: \_\_\_\_\_ Cost of Books/Fees : \_\_\_\_\_ Total: \_\_\_\_\_

Amount paid by Government (or other aid) : \_\_\_\_\_

Your Total Non-Reimbursable Cost : \_\_\_\_\_

Degree Major : \_\_\_\_\_ GPA: \_\_\_\_\_

Semester Hours Taken to Date : \_\_\_\_\_ Semester Hours Taken This Semester: \_\_\_\_\_

What are your career plans after receiving your degree:

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Attach a copy of your DD Form 1556 and other receipts/documentation supporting the amount of reimbursement for which you are eligible.