



Book Award

What: An award program for USF St. Petersburg employees (Faculty, Staff and Administration employees; however, Temporary [OPS] are excluded). The purpose of this award is to assist employees, who are attending the University of South Florida, a way to offset the cost of textbooks and/or educational supplies.

Eligibility:

- Student must be a full-time employee
- Employee must be currently employed in the Faculty, Staff or Administration pay plan
- Employee must have completed 6 continuous months in a Faculty, Staff or Administration position
- Employee must have a satisfactory work record or "Achieves" performance rating on file; absence an evaluation the employee is considered to be satisfactory
- Employee must not be on a leave of absence when applying for the book award
- Employee must be currently enrolled in, at least, three credit hours
- Employee must have an overall 2.0 GPA, unless it is the employee's first semester at USF
- Employee is expected to be employed full-time past the end of the semester for which enrolled, if employee has a temporary modifier (ex., Acting, Visiting, Temporary)

How to apply:

An employee must complete the Book Award application in its entirety by the deadline date. Applications are returned to Human Resources (HR) for eligibility determination. After employment eligibility is determined, a list of names is provided to Records and Registration to confirm the GPA. HR will notify the selected recipients and their supervisors and forward those names to Payroll to be included in the employee's taxable wages per IRS Guidelines.

Award:

The USF SP Book Award Program provides selected recipients with a \$100 gift card to Barnes and Noble for the purpose of defraying the cost of textbooks and educational supplies. Terms A, B, and C are all considered parts of the summer semester (one semester). Barnes and Noble will identify the Book Card to ensure that only textbooks and educational supplies are used.