

2024-2025 California Public Library Staff Education Program (PLSEP)



The Public Library Staff Education Program is a tuition reimbursement program.

Please fill out all sections of the 24/25 PLSEP student application at <https://www.surveymonkey.com/r/RRYS6KT>. The application also requires attachment of these documents: proof of enrollment and an essay.

Please keep a copy of your answers to all questions in the event you encounter a technical error upon submission.

This project is supported by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.

* 1. Please enter your contact information

First and Last Name

Job Title

Home Address

City/Town

State/Province

ZIP/Postal Code

Preferred Email Address

Preferred Phone Number

* 2. Enter the name of the public library jurisdiction or county law library jurisdiction where you currently work. If you work at more than one of these organizations, enter the name of the library jurisdiction where you work the most hours per month.

* 3. How many previous years have you received PLSEP tuition reimbursement? Select "0" if this is your first year applying. Maximum allowable years is five.

Response options: 0, 1, 2, 3, 4, 5

* 4. How long have you worked in libraries? Enter number of years.

* 5. Enter the name of your library school. You must be enrolled in an ALA accredited library school to apply.

* 6. Attach at least one document to show proof of enrollment. File name must contain your first and last name. Suggested file name: JaneDoeProofofEnroll

Acceptable documents include a scanned copy of college transcript, course registration, enrollment verification document from the college, letter/email from school administration with contact information, receipt for payment of classes, or official documentation of financial aid. Choose File

* 7. How many classes have you completed in library school?

* 8. How many classes left do you need to complete to graduate?

* 9. What year do you plan to graduate?

* 10. In which semester/quarter to you plan to graduate?

* 11. How many classes will you take during the July 2024-June 2025 period? Only count courses for Summer 2024, Fall 2024, and Winter/Spring 2025.

* 12. For the corresponding semester below, please list the 1) course number, 2) course name, 3) number of units, and 4) cost for each class you will take during the July 2024-June 2025 period. Only list courses for Summer 2024, Fall 2024, and Winter/Spring 2025.

Summer 2024

Fall 2024

Winter 2025

Spring 2025

* 13. What is the cost of one class at your school? Enter a whole number without any symbols. For example, enter 1500, not \$1,500. If your school charges a flat rate for a term, enter the flat rate.

* 14. Please enter the total amount of tuition reimbursement funds you are requesting. Enter a whole number without any symbols. Maximum award is \$5,000. Enter a whole number without any symbols. For example, enter 5000, not \$5,000.

* 15. If we are unable to fund your request fully, would a smaller amount still be useful? For example, would you accept reimbursement for fewer/partial classes?

Yes

No

* 16. Please attach an essay answering two questions. **1.)** *Tell us about a time your work promoted equity, diversity, and inclusion for the communities you serve? You may include library or other applicable work.* **2.)** *Tell us how you are applying, or plan to apply, the skills and knowledge from your library school courses to serve your community, with a focus on diversity, equity, and inclusion?* (File name must include your first and last name. Required file name: Jane_Doe_Essay)

See application instructions for detailed information about expected content of your essay. Suggested length: 250 words per each question. PDF, DOC, DOCX files accepted.

* 17. APPLICANT CERTIFICATION AND SIGNATURE. By entering my name below, I certify that: 1) to the best of my knowledge, the information I have presented in this application is accurate and 2) I currently work at the library listed in this application as a direct employee or contracted employee.

Signature

Date