

MONTH	ACTIVITY	INCENTIVE
DECEMBER	Attend December On-site - Saturday, December 10	<input type="checkbox"/> \$20.00
	December 1-on-1 meeting Date: _____	<input type="checkbox"/> \$10.00
	Complete December in-school worksheet	<input type="checkbox"/> \$10.00
JANUARY	Attend January On-site - Saturday, January 21	<input type="checkbox"/> \$20.00
	January 1-on-1 meeting Date: _____	<input type="checkbox"/> \$10.00
FEBRUARY	Attend February On-site - Saturday, February 18	<input type="checkbox"/> \$20.00
	February 1-on-1 meeting Date: _____	<input type="checkbox"/> \$10.00
MARCH	Attend March On-site - Saturday, March 25	<input type="checkbox"/> \$20.00
	March 1-on-1 meeting Date: _____	<input type="checkbox"/> \$10.00
APRIL	Attend April On-site - Saturday, April 15	<input type="checkbox"/> \$20.00
	April 1-on-1 meeting Date: _____	<input type="checkbox"/> \$10.00
EXTRAS	Submit a copy of your financial aid award letter ¹ by May 1st	<input type="checkbox"/> \$25.00
	Submit verification of your fall 2023 college enrollment ² by May 1st	<input type="checkbox"/> \$25.00
	Attend all four of UB's Saturday On-sites this semester	<input type="checkbox"/> \$30.00

\$ _____

TOTAL SPRING STIPEND

(\$240.00 max.)

*Stipends are issued in the form of a check made payable to the student.
To avoid delays, please ensure we always have your current mailing address on file.*

¹ **This must be your official financial aid award letter** detailing your college's cost of attendance and the financial aid they expect to give you. If you are planning to attend a community college, a screenshot/printout of your billing statement will be acceptable.

² **Examples of enrollment verification include:** a copy of your enrollment verification form, a copy of an email correspondence with your college confirming your enrollment, a screenshot of your student portal confirming your enrollment, a copy of your fall class schedule, verification of attending freshman orientation, etc. Ask us for assistance if you need help.

IMPORTANT REMINDERS!

- At the end of the semester, UB will send out an UB's **End-of-the-Year survey** that all students must complete. Your stipend will not be mailed out until you complete the survey. It will be released the first week in May.
- Having **three consecutive** unexcused On-site absences is grounds for dismissal from UB.
- Excused absences must be **PRE-APPROVED** by the UB Office and must be school-related.
- **Do not return this checklist to the UB office!** It is intended only for you to keep track of your stipend tasks. Fill it out as you go so you'll know how much to expect!