



**Missouri
State**
UNIVERSITY

Engaged Citizen Award

The Scholar's Guide

Updated August 12, 2025

**Missouri
State**

STUDENT SUPPORT
AND OPPORTUNITY
SERVICES

**Missouri
State**

OFFICE of
STUDENT
FINANCIAL AID

Missouri State

ENGAGED CITIZEN
AWARD

About the Scholarship

Framework & History

<https://www.missouristate.edu/StudentOpportunity/ECA.htm>

The Engaged Citizen Award Program (ECA) is an experience where award recipients participate in self-exploration and critical discourse as well as co-curricular engagement in programs and community service opportunities. Sponsored by the Student Support & Opportunity Services (SSOS) unit. Students in the program are highly encouraged to take advantage of the resources in our spaces, which provide computer labs, free printing, lounge space for studying, and kitchen area. These spaces are located on the first floor of the Plaster Student Union, in Room 101.

As a Public Affairs institution that values Ethical Leadership, Cultural Competence, and Community Engagement through the practice of inclusion, this scholarship program is one that helps develop student leaders to serve as social change agents who will support a culturally conscious and inclusive campus community. The SSOS staff look forward to your participation as an Engaged Citizen Award Program and the perspective you will bring to our campus community.

Student Support & Opportunity Services is within the Division of Student Affairs that includes the following: the Student Resource Center (SRC), Access & Success Programs, Public Affairs Support and the federal TRIO Programs. Recipients of this scholarship will work directly with the Assistant Vice President of Student Affairs and the Director of the SRC.

Application Information

To be considered for this award, the student must be committed to fostering an ethical, connected and collaborative community; as embodied in Missouri State University's Public Affairs Mission. Additionally, students must meet one or more of the following criteria:

- Have a demonstrated interest in and/or commitment to recognizing needs in one's community; AND
- Be from a low-income household; OR
- Be a first-generation college student (i.e., neither of your parent(s)/guardian(s) has a bachelor's degree).

The student's academic performance and their record of school and community service will also be considered.

Application Overview

The Engaged Citizen Award is competitive. **To be considered, students must be admitted to the university and submit a separate application by the December 1 application deadline.** Students may [apply for admission online](#).

The application consists of two parts:

1. Applicants provide: academic information, as well as a list of their participation in organizations and activities, and awards and honors received.
2. Applicants provide: an essay outlining why they believe they are qualified for this scholarship relative to the criteria of the scholarship and affirming their interest in and commitment to participating in the Engaged Citizen Award Program.

It is **strongly recommended** that students review the required application information **before applying** and have all materials ready to submit. Applicants should be prepared to finish the application in one sitting, as they cannot save their work and come back to it later. Applicants can fill in each field manually or they may cut and paste.

Applicants should make certain that they have submitted a transcript showing their 6th semester class rank percentile and cumulative grade point average and their highest ACT or SAT score to the Missouri State Office of Admissions by the December 1 deadline.

Questions should be directed to the Office of Admissions toll 800-492-7900 (toll free), or by email at Admissions@MissouriState.edu.

Renewal & Appeal Information

Renewal Criteria

1. Award recipients must complete at least 24 credit hours each academic year (includes fall, spring and summer terms) for a maximum of three (3) years beyond the first year.
2. Recipients must be enrolled as a full-time student for fall and spring semesters.

3. Recipients must maintain a 2.75 **cumulative** grade point average of Missouri State University coursework and complete required events and service hours (10 per semester) as designated by the Office of Student Support & Opportunity Services. See “Program Requirements” for details.
4. Recipients who graduate **in four years or less**, meet renewal criteria their fourth year, and begin a Missouri State University graduate program the semester following their graduation, any remaining scholarship funds may be applied to tuition and fees for the first year of graduate study. However; this scholarship will not carry forward in the instance the recipient is receiving a graduate assistantship.

For additional information regarding scholarships, including enrollment standards and renewal guidelines, see [Scholarship Enrollment and Renewal Standards](#).

Appeal Process

If a student does not meet the renewal criteria, there are no provisions beyond the Scholarship Reinstatement policy listed below for reinstating a scholarship for future semesters. However, if problems occur due to some extenuating circumstance or medical emergency, students may appeal to the Scholarship Appeal Committee through the Office of Student Financial Aid with a letter explaining the situation, along with supporting documentation. Appeals are granted only in extreme circumstances beyond the student's control. If a student experiences other challenges throughout the year, such as difficulty with classes, time management, work or family responsibilities, or other co-curricular commitments, be aware that these are not considered extenuating circumstances. In these cases, it is important to consult with your academic advisor to determine feasibility of the MSU summer enrollment option and utilize MSU resources earlier in the semester to receive the guidance and assistance necessary to remain on track academically.

For students who did not meet the minimum credit hours and/or GPA but wish to appeal their fund termination, please complete and submit the Institutional Scholarship Appeal form.

For students who did not meet the program requirements (events, service hours, etc.), please contact Dr. Rabekah Stewart immediately at RStewart@MissouriState.edu.

Students in the Military and/or Education Abroad

For all students with scholarships, including Engaged Citizens, students can request to place their scholarship(s) on hold for the semester while away. Those requests are submitted to the Financial Aid office via an online process. In this situation, the scholarship will not pay out and will resume after the student returns. Students will not need to complete program activities due to the hold.

For Education Abroad, most students are still enrolled full-time. In this case, students may still use the scholarship and are required to meet all criteria, including program requirements. However, the education abroad experience is enough to meet the programming component. Students are required to provide an essay, to the Assistant Vice President of Student Affairs, Student Support & Opportunity Services, outlining the experience and how it applies to being an engaged citizen and the three pillars of the University's public affairs mission. If not enrolled, or enrollment is less than full-time, students should follow the request process to place the scholarship on hold.

When away for military, students should request to place their scholarship on hold.

To request a hold be placed on your institutional scholarship, please complete the Scholarship Hold Request Form.

Scholarship Reinstatement

Students who do not meet scholarship renewal criteria will not receive the scholarship for the following academic year (and will lose one year of scholarship eligibility) but may regain the scholarship for the second following year by completing the required annual MSU credits during that year, having the required cumulative MSU GPA (including all MSU courses) at the end of that year, and completing service hours (if applicable). This is not an automatic process; instead, students must complete and submit the Request to Reinstate Scholarship form and return it to the Office of Student Financial Aid no later than the first day of classes for the academic year for which they are requesting reinstatement.

Renewal Requirements

Scholars should work to meet all renewal requirements by the specified deadlines to remain in good standing and communicate any issues or concerns that may arise to the Assistant Vice President of Student Affairs, the Director of the Student Resource Center AND the Office of Student Financial Aid.

Academic Requirements

Academic requirements are administered by the Office of Student Financial Aid and the Assistant Director of Financial Aid for Scholarships. Advisement regarding renewal as it pertains to academic requirements may be requested from the Assistant Director of Financial Aid, Dr. Jerilyn Reed at JerilynReed@MissouriState.edu.

Credit Hours

Participants are required to complete a total of 24.0 MSU credit hours each academic year; including fall, spring, and summer terms.

Grade Point Average (GPA)

Students are required to reach and **maintain** a minimum cumulative GPA of 2.75; completed at Missouri State University. This requirement **is cumulative**, meaning that semesters wherein a student has a lower GPA will not impact their scholarship renewal **unless and until** their cumulative GPA drops below the 2.75 value.

Program Requirements

In addition to the cumulative GPA (2.75) and credit hours-per-year (24.0) requirements, all recipients are required to complete “Program Requirements” **EACH SEMESTER** designated by the Office of Student Support & Opportunity Services.

The following requirements must be completed in order for the scholarship to be renewed:

- Community Service Hours
- *Group Connect(s) (optional)
- *Special Event Attendance (optional)

**These items will not count against your renewal requirements. Your participation is recommended to enhance and enrich your college-going experience at MSU.*

1:1 Meeting

Recipients can schedule to meet with one of the program administrators as needed. However, students who are close to or below the 2.75 GPA requirement at mid-terms will be required to meet and will be notified in advance.

Group Connect Attendance

Recipients are recommended to attend a Group Connect once (1) per semester with their peers in the ECA program. Dates will be announced via Brightspace, SSOS socials, and GroupMe.

Special Event Participation

Recipients are recommended to participate in multiple experiential learning, and/or enrichment events each Fall and Spring Semester.

Event and activity calendars are posted monthly in the Brightspace course.

Community Service Hours

Recipients are required to complete **ten (10)** service hours each Fall and Spring semester for a total of (20) for the year.

Students must report their service hours via the ECA Brightspace course. Service hours must be completed during the dates indicated. Opportunities will also be listed on the Student Support & Opportunity Services GivePulse page.

- *For the Fall 2025 Semester, service hours must be completed between **8/18/2025 - 12/31/2025***
- *For the Spring 2026 Semester, service hours must be completed between **1/1/2026 – 5/5/2026***

Service hours may be completed through the opportunities posted in the Brightspace course, hosted by the Center for Community Engagement, at local nonprofits, etc.

Communication

The sole means of official communication between the ECA Support Team and recipients will be from the ECA@MissouriState.edu email address. Scholars will need to check their MSU email regularly for important updates and information about ECA.

Notifications & Reminders

All ECA announcements will be made through the ECA Brightspace course. Some notifications will also be communicated on the SSOS socials and the ECA Group on GroupMe.

Announcements will include:

- Special event attendance updates
- Group Connect meeting dates
- University-wide announcements that Scholars may not have seen/need to be reminded of
- Opportunities to complete service hours to meet Community Service Hours requirements
- Other details and notices deemed applicable by Student Support & Opportunity Services (SSOS)

Renewal Notices

At the end of each Academic Year's grade reporting date, Student Support & Opportunity Services and the Office of Student Financial Aid staff will connect to determine renewal status for current Scholars.

Once renewal status has been approved by the staff, notices will be issued to both renewed and non-renewed scholars. There is a possibility of appeal of a non-renewal status. Should the student wish to issue an appeal for their scholarship, they should follow the prescribed policies and procedures communicated by the Office of Student Financial Aid.

Scholars with questions regarding their renewal may direct them to both the ECA email for program requirements) or the Office of Student Financial Aid – Scholarships for academic requirements).

Events

Scholars' Orientation

Occurring each Fall Semester, this event is for both **new** and **returning** scholars.

This orientation serves as an opportunity to learn more about the program, review the handbook, and for new and returning scholars to meet and get to know one another.

This year, the orientation is being held on Thursday, **8/21/2025** from **4:30 PM – 6:00 PM** in the **Plaster Student Union – Theater**.

Events to Attend

The program administrators will provide ECA Scholars with a list of upcoming events and activities to consider. These events and activities will be communicated in the ECA Brightspace Course Announcements and Calendar links.

Scholar Resources

Student Resource Center (SRC)

Located on the 1st Floor of the Plaster Student Union, in front of Starbucks, the Student Resource Center (SRC) has an open common area, study rooms, computer lab, small meeting rooms, and more. Monthly programs are also held in the SRC.

We encourage all scholars to make use of the Center throughout their tenure at Missouri State University.

Student Support & Opportunity Services Staff

The Assistant Vice President of Student Affairs, Student Support & Opportunity Services, the Director of the SRC, and all staff of the Student Support & Opportunity Services unit seek to make each scholar's tenure at MSU a great one. Please let us know if you have any questions, would like any assistance, or feel free to drop in at our offices.

Contact Information

Engaged Citizen Award Program

Phone: 417-836-8921

Email: ECA@Missouristate.edu

Website: missouristate.edu/studentopportunity/ECA.htm

Student Support & Opportunity Services

Phone: 417-836-8921

Email: StudentOpportunity@MissouriState.edu

Website: missouristate.edu/studentopportunity

Instagram: @msustudentop

X: @msustudentop

GivePulse: <https://givepul.se/lxrvzx>

Student Resource Center

Phone: 417-836-4483

Email: Studentresourcecenter@missouristate.edu

Website: <https://www.missouristate.edu/StudentResourceCenter/default.htm>

Instagram: @mostatebearcave

Blog: blogs.missouristate.edu/studentresourcecenter

Office of Student Financial Aid - Scholarships

Phone: 417-836-5262

Email: FAScholarships@MissouriState.edu

Website: missouristate.edu/financialaid/scholarships

ECA Administrators & Support Team



Dr. Rabekah Stewart

Assistant Vice President of Student Affairs

she/her/hers

Dr. Stewart oversees the Student Support & Opportunity Services unit of the Division of Student Affairs. As part of her role, she oversees the delineation of program requirements for ECA.

Dr. Stewart will assist scholars with:

- *General Questions or Upcoming Events*
- *Program Requirements*
- *1:1 Meetings*



Grant Morris

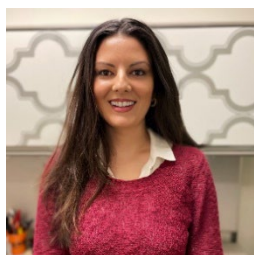
Executive Assistant II, Student Support & Opportunity Services

he/him/his

Grant assists with the planning of administrative needs, general support, and event planning for ECA.

Grant will assist scholars with:

- *ECA Brightspace course*
- *Form submissions*
- *Program Requirements Status*
- *Event Questions*



Dr. Nina Barudzie

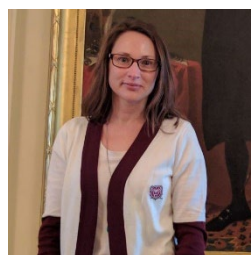
Director, Student Resource Center

she/her/hers

Dr. Nina manages the Student Resource Center. As part of her position, she assists the AVP with the oversight of the ECA program.

Dr. Nina will assist scholars with:

- *General Questions or Upcoming Events*
- *Program Requirements*
- *1:1 Meetings*



Dr. Jerilyn Reed

Assistant Director, Financial Aid, Scholarships Team

she/her/hers

Dr. Reed oversees the Scholarships Team in the Office of Student Financial Aid. As part of her position, she oversees the delineation of academic requirements for the ECA program.

Dr. Reed will assist scholars with:

- *Application & Renewal Process*
- *Academic Requirements (credit hours & GPA issues)*
- *Scholarship appeals*