



## Bridge-Out Support Grant for Professional Clothing

The Office of Career Development can offer a limited number of junior & senior students (in their final two years of enrollment) a **\$250** allowance to purchase professional clothing. Students must use the allowance to purchase **business attire** appropriate for professional job interviews & new employment in business settings. Funding is awarded on a first come, first-served basis as long as funding remains.

### Student Information (all fields must be completed for your application to be considered)

Name:	B#:
Email:	Phone #:
CPO:	Gender:
Classification (Year):	Expected Graduation Date:
Major[s] (please use the official College name):	
Hometown (city, state, & country if outside of the US):	
Please explain why you are applying for professional clothing funding & how you will use the professional clothing that you purchase:	

Students who receive professional clothing funding must submit the **original receipts** from their purchases totaling \$250 (or more) and a **thank you card** addressed to "Dear Donor" with the following details in the message: their name, major, hometown, career plans, & how this funding will support their career plans.

### Grant Agreement

*By my signature below, I certify that the information that I have provided in this form is true and accurate. If I receive professional clothing funding, I agree to spend the allowance on formal business attire as specified & return the original receipts for my purchases & a thank you card to the Center for Transformative Learning (CTL) within the time specified by the CTL. I understand that failure to provide original receipts or a thank you card will result in the entire amount of my allowance being charged to my student account. I authorize the CTL to report the information that I have given above to the Bridge-Out Support Grant donors & administrators.*

Signature:	Date:
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Applications should be returned to Channing Francis by email ([francis@berea.edu](mailto:francis@berea.edu)) or in-person to the Center for Transformative Learning (308 Stephenson Hall). It may take up to 1-2 weeks for your application to be reviewed.

**For Office Use:**

Office of Career Development | Center for Transformative Learning (308 Stephenson Hall)  
CPO 2198, Berea, Kentucky 40404 | 859.985.3656 | [careerdevelopment@berea.edu](mailto:careerdevelopment@berea.edu)