

ATP SUPERVISION SCHOLARSHIP PROGRAM
DISBURSEMENT REQUEST FORM

The Scholarship Committee awarded you an ATP Supervision Scholarship for a specific amount per session, up to an allowed maximum for the 2020-2021 academic year. You may request up to four disbursements each year, at intervals of your choice between one to six months.

As a reminder, your Supervision Scholarship funds will be disbursed to you, the ATP Student. BPSI no longer pays Supervisors. It is reliant upon you and your Supervisor(s) to determine a workable payment schedule to meet the \$100 supervisory session fee.

For each disbursement, please complete the form below. Indicate the dates of supervision, the total number of supervision sessions, the amount per session awarded, and the total amount requested at this time, and submit the form via email attachment to Clark Andrews, Business Manager, copying your supervisor.

Your supervisor should confirm by email to Clark Andrews or by signature below that the dates match his/her records. Scholarship funds will be disbursed to the student within 10 business days following receipt and confirmation of dates by your supervisor. All requests must be made by June 30 of the academic year.

Submit a separate form for each supervisor.

ATP student name: _____

Supervisor name: _____

Dates of supervision: _____

Total number of sessions: _____

Per session scholarship amount (as allotted by the Scholarship Committee) **x** _____

Total amount requested at this time: **=** _____

Student signature: _____

Date: _____

ATP Supervisor signature: _____
(or your supervisor may email Clark Andrews)

Date: _____

For questions, please contact Drew Brydon-Cardoso, Systems & Resource Administrator (dbrydon@bpsi.org or 617-266-0953 x 105).