

The Mayor's Graduate Scholarship Program

2022-2023

The Goal of the Program

- The Mayor's Graduate Scholarship Program (MGSP) was developed to offer New York City Government employees the opportunity to compete for scholarships at schools in the metropolitan area.
- The program is a collaborative effort between a number of academic institutions and the City of New York to inspire and assist you in attaining your educational goals.



Key Benefits

- Reduced tuition costs
- Learn progressive concepts in your field
- Enhance and develop new skills while maintaining full-time employment
- A wider variety of employment/promotional opportunities

Scholarship Participation

- The Program was established in the late 1960s through the foresight and generosity of Pace University. Since that time, we have partnered with 35 to 45 schools each year.
- More than 300 degree programs are offered (e.g., MSW, JD, MS, MA, PhD) by participating institutions.

Fields of Study

The Mayor's Graduate Scholarship Program (MGSP) offers scholarship opportunities through participating graduate schools in areas such as:

- Business and Public Administration
- Policy Analysis
- Law
- Education
- Engineering
- Nursing
- Computer Science
- Other profession-specific programs

MGSP Eligibility to Apply

Be a full-time City employee

- Can be provisional, permanent, or per diem

Have your undergraduate degree by Fall 2022

- You can apply for a second Master's degree

Fit the school's eligibility requirements for MGSP

- See Scholarship Offering Guide for each school's guidelines

Remain an active city employee throughout school if awarded an MGSP scholarship

- Confirmed through the school

Eligibility

- You can apply as soon as you are hired as a full-time City employee.
- You can pursue a second master's degree.
- You can apply if you are already enrolled in a school, except if otherwise stated in MGSP Scholarship Offering Guide (see requirements column).

Scholarship Offerings

- Schools agree to provide the funding for scholarships.
- Only schools and degree programs listed in the **Guide** participate in MGSP.
- Requirements are listed in the **Guide**.
- Some schools may offer other scholarships at various dollar amounts that cannot be combined with the MGSP award. If you choose to opt for another award, please contact the office.

School Application Process

- Complete the admissions process with each school to which you are applying.
- You are responsible for school application fees.
- Apply to the school and submit confirmation to the MGSP office by the deadlines listed in the Scholarship Offering Guide. Please refer to the deadline column in the Guide.
- Email our office at mgsp@dcas.nyc.gov if you need clarification regarding deadlines.

MGSP Application Process

- You can apply to as many schools of your choosing.
- Submit your MGSP application no later than Monday, November 22, 2021 to **your Agency Personnel Office** (check with your Agency Personnel Office for a possible earlier deadline).
- The application process takes from 3 – 8 months depending on when your application must be submitted to the school for the selection process.
- The schools are responsible for notifying the candidates of their award decision.

MGSP Application Process

- What do you need to successfully apply for a MGSP scholarship?
 - The MGSP Scholarship Offering Guide
 - The MGSP Application with required documents (see slide 17)

Completed Application Packet

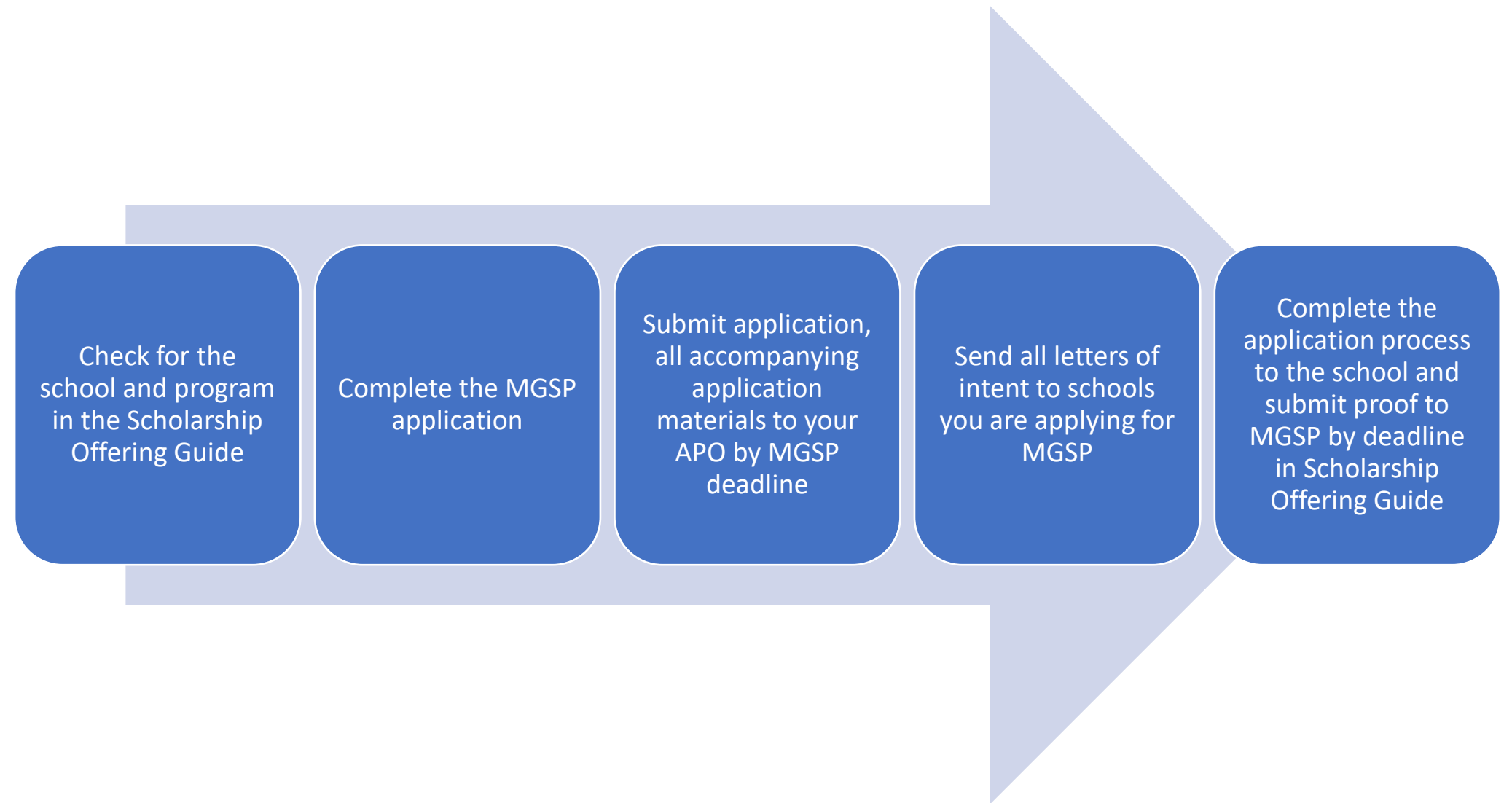
- A completed MGSP application for each school/program that you are applying to, with supporting documentation outlined below.
- 3 separate essays (all must be in a narrative form).
- Copy of Letter of Intent (new entrants only).
- Copy of Enrollment Letter (current students only).
- Copy of school transcript or diploma (official transcript not required).
- Copy of the confirmation that the school has received your application (new entrants only). This can be submitted directly to the MGSP office by the deadline in the MGSP Scholarship Offering Guide.

DEADLINE DATE: MONDAY, NOVEMBER 22, 2021

Submit to your Agency Personnel Office (Listing on [MGSP website](#))

(Some Agencies have earlier submission dates. Contact your personnel office to confirm)

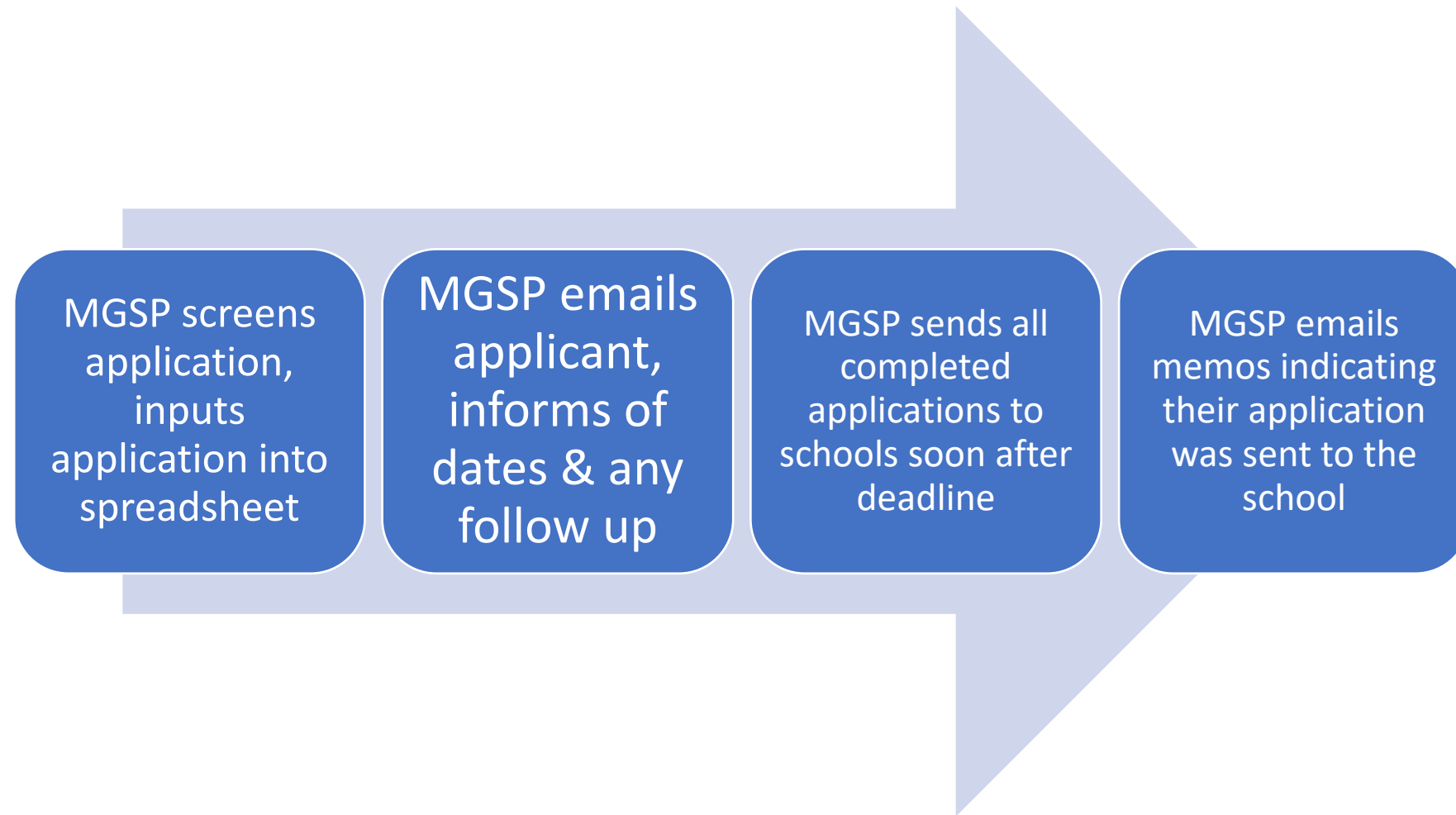
Application Process Step 1 - Applicant



Application Process Step 2 – Agency



Application Process Step 3 – MGSP



Confirmation of School Application

- You must submit confirmation to the MGSP office that you have applied to your participating school(s) in order for your application(s) to be forwarded to the school(s) for consideration of an award.
- Check the Scholarship Offering Guide for the required deadline dates.

Applicant Follow-Up

- In the beginning of January, check with your Agency Personnel Office to determine whether your application(s) was submitted to MGSP.
- Contact the MGSP office by February if you do not receive an email notifying you that we have received your application(s).
- Receipt of our acknowledgement email does not guarantee that your application will be forwarded to the school.

Applicant Follow-Up

- You may receive an email requesting information about your application. Respond promptly.
- Keep a copy of your completed application(s).
- If you are awarded a scholarship, email a copy of your award letter to MGSP office.
- If you are granted more than one award, decide quickly so that another eligible employee can be considered for the scholarship.

Competitive Selection Process

The participating school reviews your:

- MGSP application
- MGSP Essays
- Test scores
- GPA
- Leadership potential
- Experience

School application must be completed at the time of the review.

Award Renewal Process

- Contact school representative once you have received your award letter to determine if award is renewed and the renewal process.
- Check Scholarship Offering Guide for school-specific details regarding the award.

Program Growth

We are working to develop partnerships with schools in the area. If you have a school and program that you would like to attend that is not currently being offered, contact our office and we will discuss the possibility of recruiting it for MGSP.

Contact Us

For further information on MGSP scholarship offerings, contact us at:

Website: www.nyc.gov/mgsp

Email Address: MGSP@dcas.nyc.gov

Telephone number: 212-386-0059

DCAS

THANK YOU