



Project Steno  
9 Hammond Street  
Worcester, MA 01610  
508-438-0314

## Application for Tuition Assistance Through the *140-in-1* Program

Project Steno is the tradename of Project to Advance Stenographic Reporting, Inc.  
Project Steno's purpose is to provide tuition assistance to select students who wish to learn stenographic reporting.

*Not all applicants will be received into the Project Steno tuition assistance program.  
Project Steno will use the information below and an interview to determine which applicants will be granted tuition assistance.*

Name: \_\_\_\_\_ Application Date: \_\_\_\_\_

Email: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Please attach the following items to this application. Submit all documents at one time. Incomplete applications will not be considered.

- Work resume (add a volunteer resume, if applicable)
- Your court reporting school transcript from enrollment to today.
- A letter from your instructor or school director confirming your start date and speed on your one-year anniversary.
- An essay (400-500 words) about how you would share information with the general public to make them aware of the court reporting and captioning professions.

*The letter from your instructor must be signed, dated, and contain his/her contact information (name, address, phone, email). The performance and progress of all students receiving Project Steno tuition assistance shall be monitored by a member of the Project Steno team. Failure to meet established benchmarks will jeopardize future tuition assistance. Selected candidates will be required to sign a Memorandum of Understanding acknowledging monitoring, performance, and progress requirements.*

A member of the Project Steno team will contact you approximately one week after your submission to confirm receipt of your application and to schedule a telephonic interview with you.

I hereby certify that all of the information in this application and the attachments is accurate and complete. I understand that all of the information contained in this form will be treated confidentially by Project Steno. If I am a recipient of tuition assistance, I understand that Project Steno may use my first name in its publications.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return completed form and required documents by mail to the address on this letterhead, by email to [Nancy@ProjectSteno.org](mailto:Nancy@ProjectSteno.org), or by fax to 508-753-9284. All delivery methods are acceptable.**