



Department of Theatre

Kirby Kennedy Wyatt II Scholarship Fund

The Kirby Kennedy Wyatt II Scholarship Fund in Theatre Technology and Design was established to honor the memory of Kirby Wyatt; a pioneer in the automated lighting industry and a 1968 graduate of The Ohio State University. These funds are primarily used to provide financial grants in the form of travel expenses, conference fees and exhibition support to undergraduate Theatre majors and approved Personalized Study Programs in Video Production. For example, our undergrads have received Wyatt scholarships to attend USITT (United States Institute for Theatre Technology), participate in the Prague Quadrennial, receive training in console programming and fixture maintenance for moving light equipment and interview leading designers about their work.

APPLICATION PROCESS

- ◇ Meet with a faculty or staff member in the Design & Technology area to discuss funding request. Once this individual approves of your request, this individual must sign the "Sponsor's Signature" line at the bottom of the application form.
- ◇ Submit one copy of the following items to the Design & Technology Area Head:
 - ◇ Application Form and Projected Expenses
 - ◇ Cover Letter
 - ◇ Current Resume
- ◇ The Design & Technology Committee then discusses the proposal and makes a recommendation to the Department Chair based on factors including application material, GPA and departmental involvement.
 - ◇ The Department of Theatre Fiscal Officer will notify award recipients and provide information regarding how to access the funding.
 - ◇ The faculty or staff sponsor will notify applicants who do not receive funding of the committee's decision and share the committee's recommendations for future requests.

DEADLINE AND REVIEW

Students can submit applications at anytime. Proposals should normally be submitted at least 2 months before the date of the conference or event to facilitate the purchase of flights and early registration fee discounts. Applications are reviewed at the regularly scheduled meetings of the Design & Technology Committee. The Committee may choose to review the application without meeting when there is a gap of more than two weeks between regularly scheduled meetings.

ACCESSING AWARDED FUNDING AND FOLLOW-UP

Following the conference or event, submit all receipts, a photograph of you on-site at the event, and a one page letter detailing your conference/event experience to the Department of Theatre Fiscal Officer for reimbursement. This information will be used on the Theatre website, in *Encore* and may be provided to donors to this and other departmental scholarship funds. *The final reimbursement will not be released until these materials have been received.*



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APPLICATION FORM

First Name	Last Name	OSU Email Address
Major	Area of Design/Tech Emphasis	Minor
Cumulative GPA (minimum 2.7)	Major GPA (minimum 3.0)	Honors or Distinction project?

PROJECTED EXPENSES

Transportation	Amount	Details
Airfare	\$	Depart ___/___/___ Return ___/___/___
Taxi/Shuttle/Train/Subway	\$	
Parking	\$	\$_____/day x ____ days
Rental Car	\$	\$_____/day x ____ days
Lodging		
Single	\$	\$_____/nt x ____ nts x ____% tax
Double	\$	(\$_____/nt x ____ nts x ____% tax) ÷ 2
Conference		
Membership Dues	\$	
Registration Fee	\$	
Other Expenses		
Per Diem	\$	
Baggage Fees	\$	
	\$	
Totals		Other Sources of Funding
Total (Single)	\$	
Total (Double)	\$	

Applicant's Signature

Date

Sponsor's Signature

Date