

San Francisco Zen Center Financial Assistance and Scholarship Information and Procedures

The intention of offering financial assistance and scholarships for many of San Francisco Zen Center's programs is to actualize our mission: *to express, make accessible, and embody the wisdom and compassion of the Buddha*. Fees for practice offerings, workshops, classes and special events are kept as low as possible. These fees are, however, a major source of operating income for San Francisco Zen Center. Zen Center offers both limited income prices and scholarship assistance to those who are genuinely unable to afford the listed or limited income price of a particular program offering.

Types of financial assistance and scholarships available

Limited Income Pricing

Limited income prices are available for many of the program offerings at City Center and Green Gulch Farm. No application is required. Simply indicate that you are able to pay the limited income price listed when registering either online or through the reservations office.

Scholarships

A scholarship is defined as any payment of less than the "limited income" price for Zen Center offerings, such as classes, sittings, workshops, etc. In general, scholarships cover the partial cost of a program and applicants are asked to make some contribution toward the cost of the program. Our suggested guideline for contribution is 50% of the listed "limited income" price.

Please apply for a scholarship only if you have a financial need that would otherwise prevent you from attending a program. Please read the information below and, if submitting a scholarship application, select the fund that best suits your situation. Contact the reservations office or center director if you have further questions regarding scholarships and the application process.

The San Francisco Zen Center is committed to diversity. There are two separate scholarship funds:

- General Scholarship
- People of Color Scholarship (The People of Color Scholarship fund is specifically for people of color.)

Scholarship Availability

Limited scholarships are available for the following:

- **All one -day sittings** at City Center and Green Gulch Farm
- **All practice period classes** at City Center and Green Gulch Farm
- **Most sesshins** at City Center and Green Gulch Farm
- **Select workshops and retreats** at City Center, Green Gulch Farm and Tassajara.

Availability of scholarships for a particular workshop or retreat will be noted on the webpage that describes the workshop or retreat, and this information is also available through the office where reservations are handled.

Exceptions to scholarship availability for one-day sittings, practice period classes, sesshins and workshops at City Center and Green Gulch Farm will be noted on the webpage for that particular offering. Zen Center returns to right to change the scholarship availability to a program at any time, although already awarded scholarships will of course be honored.

Scholarships are not offered for:

- Overnight guest accommodations at any of the three centers;
- Residential practice periods at any of the three centers;*
- Guest Season retreats at Tassajara unless otherwise noted.**

* Please see the information below in the ‘Other Forms of Financial Assistance’ section under the Work Practice Apprenticeship program for how to earn a scholarship for a residential practice period through work exchange.

**As the Tassajara Summer Guest Season is a primary and important financial support to Zen Center, we must limit scholarship availability to a few select retreats. We may also limit the number of scholarships available for any particular retreat for which scholarships may be available. Retreats open to scholarship will be indicated on the particular retreat page on the Tassajara/SFZC website. Please remember that the price for accommodations is not included and must be paid in full should scholarships be made available for a Tassajara retreat. Scholarships are not available for Tassajara practice periods as we have a work practice program that enables individuals to earn practice period scholarships through work exchange.

How to apply

1. **Please complete the [Scholarship Request Form \(PDF\)](#) or contact the City Center and Green Gulch reservations offices for a hard copy.** Please send your email requests/applications to the director of the center where the program is being held. (The email addresses of the appropriate directors is listed on the application forms.) Printed request forms can be sent to the director or turned in to the appropriate center’s front office.
2. **Please specify on the application for which fund you are applying.** Requests for scholarships from the General fund and from the People of Color fund will be processed in identical fashion.
3. **Requests must be received at least a week before the program starts, though we wish to be flexible about this.** It is Zen Center’s commitment to respond to scholarship requests in a timely manner. Most requests will be responded to within 3-5 days; the director will notify the applicant if more time is needed.***
4. **Upon approval of your scholarship request, you will be asked to pay the full adjusted amount owed for the program you want to attend in order to confirm your registration and place. This amount will be your deposit.** All cancellation policies will take effect at the time of registration confirmation and payment.

*****Variance**; If you are applying for a scholarship for a Tassajara retreat that has been opened to scholarship availability, please send your scholarship application to the Tassajara Reservations Coordinator, rezcoordinator@sfzc.org. Please note that Tassajara scholarship requests may take slightly longer to process than the 3-5 day window noted above.

Cancellations

Zen Center's cancellation policies and fees as stated for each program apply both to limited income registrants and scholarship applicants. If you need to cancel from a program, please do so early so that the space may be made available in a timely manner for others to attend.

Other forms of financial assistance

Work Practice Apprenticeships

Practice period scholarships for any of the three centers can also be earned by working 3 months as a Work Practice Apprentice at either City Center or Green Gulch Farm, or for 3-5 months as a Work Practice Apprentice at Tassajara during the summer guest season. For more information, please see the [Work Practice Apprenticeships](#) and [Summer Work Practice at Tassajara](#) information on the website, or contact the center director.

Special Event Volunteers

Occasionally Zen Centers needs volunteers to help staff programs. Special event volunteers receive free admission to a variety of Zen Center activities. We are continually gathering names of those interested in volunteering to help with workshops, readings, retreats and more. If you're interested in adding your name to the Special Event Volunteer list, please contact the Volunteer and Outreach Coordinator at 415/354-0379 or outreach@sfzc.org.

Resident and Staff Discounts

San Francisco Zen Center residents and staff are also eligible for student discounts to many of the programs offered that aren't already included in the resident tuition fee. Please contact the reservations office for more details.

Miscellaneous Notes...

Most practice, program and public areas of City Center, Green Gulch Farm and Tassajara are wheelchair accessible. If you have any other access needs, please call the Reservations office or the main contact number for the center for which you are inquiring.

To get to any of Zen Centers three centers via public transportation, visit the Getting Here pages on our website for more information.

To offer or find a ride to any of Zen Center's three locations, visit our [rideshare board](#).