

PROCEDURES MEMORANDUMS

TO: MCC Staff

FROM: Office of the President

SUBJECT: Board of Governors' Scholarships

DATE: May 4, 2009

PURPOSE: To award up to six scholarships each fiscal year, valued at \$500.00, to be used only for tuition and fees at Metropolitan Community College.

SCOPE: Any member of the Board of Governors may nominate an eligible individual for the Special Recognition Scholarship.

1. General Principles

The Board of Governors of the Metropolitan Community College Area established the Special Recognition Scholarships known as "Board of Governors' Scholarships." Each scholarship is valued at \$500.00 and no more than six scholarships will be awarded each fiscal year. The scholarship is to be used only for tuition and technology fees at Metropolitan Community College.

The Curriculum and Instruction Committee of the Board of Governors is responsible for the rules and regulations for eligibility and the awarding of the scholarships.

2. Nomination Procedures and Processes for Awarding Scholarship

Any member of the Board of Governors may nominate an individual for the Special Recognition Scholarship by completing the Nomination Form. The form is available from the President's Office.

3. Eligibility Criteria

- A. The nominee must have a particular need for financial aid or be particularly deserving of financial aid as a result of notable accomplishments, efforts or occurrences.
- B. The nominee must be a resident of the College's four county area.
- C. The nominee must be one of the following:
 - 1) A high school graduating senior planning to attend Metropolitan Community College.
 - 2) A "non-traditional student" who has not followed the "traditional path" of:

graduation from high school, acceptance to a university, graduation in 4-5 years, or any other circumstances that separate them from the "traditional" student.

- 3) The nominee cannot be a College-affiliated individual, including a member of the Board of Governors, a member of the Board of Directors of the MCC Foundation, and/or an employee of the College.
- 4) The nominee cannot be a spouse or relative of a College-affiliated individual. A "relative" of a College affiliated individual include the College-affiliated individual's (and his or her spouse's) child, grandchild, great-grandchild, parent, brother, sister, uncle, aunt, niece, nephew, grandparent, and great-grandparent. A "relative: of a College-affiliated individual also includes any individual who is a resident of the same household as a College-affiliated individual."

4. Rules

- A. The scholarship recipient will have one calendar year from the award date to use the entirety of the scholarship. Any portion of the scholarship that is not used by the recipient within one calendar year from the award date will expire, can no longer be used by the recipient, and will not be awarded to any other individual.
- B. No cash, tuition or technology fees paid through the use of the scholarship will be refundable by the College to the student.

Adopted 10/8/01; Revised 8/29/06 (title change only); Reviewed but no changes 5/4/09;