

PROCEDURES MEMORANDUMS

TO: MCC Staff

FROM: Office of the President

SUBJECT: Board of Governors' Special Recognition Scholarships

DATE: September 1, 2022

PURPOSE: To award up to eleven scholarships each year, valued at \$1,000, 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' Special Recognition Scholarships." Each scholarship is valued at \$1,000 and no more than eleven scholarships will be awarded each year. The scholarship is to be used only for tuition and fees at Metropolitan Community College.

2. Nomination Procedures

Any member of the Board of Governors may nominate an individual to be honored through a Special Recognition Scholarship by asking that the Chair of the Board put the request on the agenda. The Chair will request a resolution to be drafted for the Board's consideration, noting the name of the individual honored through the scholarship. The body of the resolution will include the name of a high school in the four-county area from which the scholarship recipient is to be chosen, or direct that a non-traditional student be selected for the scholarship.

3. Scholarship Recipient Selection and Eligibility Criteria

- A. If a high school is named in the resolution, and following approval by the Board of Governors, the Director of Scholarships will notify the principal of the four-county service area high school that a scholarship is available and invite the principal to select the recipient.
- B. If the Board resolution calls for a non-traditional student to be selected, the Scholarship Office will offer the scholarship through the standard application process, using age as a qualifying factor.

- C. Recipients must have financial need or be particularly deserving of financial aid as a result of notable accomplishments, efforts or occurrences.
- D. Recipients must reside in the College's four-county area.
- E. Recipients 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.
- F. Recipients cannot be a spouse or relative of a College-affiliated individual. A "relative" includes the College-affiliated individual's (and their 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 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; Reviewed but no changes 7/11/14; Revised 6/24/15; Reviewed but no changes 11/21/17; Revised 2/3/21 (title change only); Revised 9/1/22