

PROCEDURES MEMORANDUMS

TO: MCC Staff

FROM: Office of the President

SUBJECT: Board of Governors' Special Recognition Scholarships

DATE: June 24, 2015

PURPOSE: To award up to eleven scholarships each year, valued at \$1,000.00, 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' Special Recognition Scholarships." Each scholarship is valued at \$1,000.00 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 and Processes for Awarding Scholarship

Any member of the Board of Governors may nominate an individual for the Special Recognition Scholarship by asking that the Chair of the Board put the request on the agenda.

3. Eligibility Criteria

- A. Following approval by the Board of Governors, the Dean of Enrollment Services will communicate with the principal of the four-county service area high school, selected for as the recipient high school, that a scholarship is available and the principal is to select the recipient.
- B. The principal must select a recipient who has a need for financial aid or be particularly deserving of financial aid as a result of notable accomplishments, efforts or occurrences.
- C. The nominee must be a resident of the College's four county area.
- D. 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.

- E. The nominee cannot be a spouse or relative of a College-affiliated individual.
A "relative" of a College affiliated individual includes 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 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